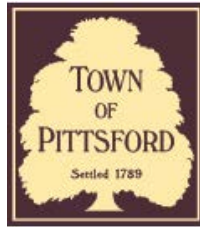


**SUPERVISOR**  
William A. Smith, Jr.



**COUNCIL MEMBERS**  
Kate Bohne Munzinger, Deputy  
Supervisor  
Kevin Beckford  
Matthew J. O'Connor  
Stephanie Townsend

## **TOWN BOARD AGENDA**

**Town Hall – 11 S. Main Street, Pittsford – Lower Level**  
**Tuesday, October 15, 2019 – 6:00 PM**

### **TENTATIVE**

#### **Call to Order**

#### **Pledge of Allegiance**

#### **General**

Designation of Pittsford as an Autism Friendly Community

#### **Presentation**

Supervisor's Proposed Town Budget for 2020

#### **Minutes**

Public Comment

Approval of Minutes of Meeting October 1, 2019

#### **Legal Matters**

Public Comment

Town/RIT Agreement for Energy Efficient Assessment of Town Buildings

#### **Financial Matters**

Public Comment

Surplus

Transfers

Vouchers

#### **Personnel Matters**

Public Comment

Hiring Resolution

Training

#### **Other Business**

#### **Public Comment**

#### **Adjournment**

# MEMORANDUM

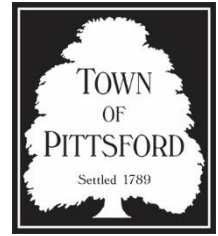
To: Town Board

From: Kate Munzinger, Deputy Supervisor

Date: October 11, 2019

Regarding: Autism Friendly Community

For Meeting On: October 15, 2019



I have been working with the Autism Council of Rochester to obtain the training for our staff and to satisfy the other requirements necessary to qualify Pittsford as an Autism Friendly Community.

The Autism Friendly designation was established for municipalities that are willing to increase awareness and support for children, young adults and families in the community living with Autism Spectrum Disorder, the fastest growing developmental disability in the world today. Right now, there are more than 3.5 million Americans living with autism.

I am proposing a proclamation of the Town Board to affirm the Town's commitment to working with the Autism Council of Rochester to better serve our residents living with autism.

Attached for Board consideration and approval is an agreement with the Autism Council of Rochester for the training they have provided and will provide annually.



**MEMORANDUM OF AGREEMENT with TOWN OF PITTSFORD**

**Annual Autism Refresher Training**

**Autism Friendly & Inclusive Community Designation**

**October 4, 2019**

The Autism Council of Rochester, Inc. has provided Specialized Autism Training to the Town of Pittsford staff (Pittsford Recreation, Town Library, and General Town Staff) on Thursday, October 3, 2019. The agency will provide annual refresher training to the Town of Pittsford as required for the Autism Friendly & Inclusive Community Designation

This agreement outlines the required actions by The Town of Pittsford, and The Autism Council of Rochester, Inc.

**Annually Autism Training** - The Town of Pittsford will contact (by email or phone) The Autism Council of Rochester to schedule the annual Autism Friendly & Inclusive Community Designation Training. Town will provide training site location and also access to the technology required for the training.

**Training Rate** - The rate of training will be provided by agency (The Autism Council of Rochester, Inc.) at the rate of ***\$150 per hour***. Invoice or Purchase Order will be provided immediately after the training is conducted.

**Cancellation Policy**: The Memorandum of Agreement can be cancelled at any time by either party, or within 30-days of confirmed scheduled training. If the training is scheduled less than 30-days before the confirmed scheduled training, a fee of 50% will be billed.

Your signature below represents your full agreement to perform the duties as outlined to obtain the annual Autism Refresher Training.

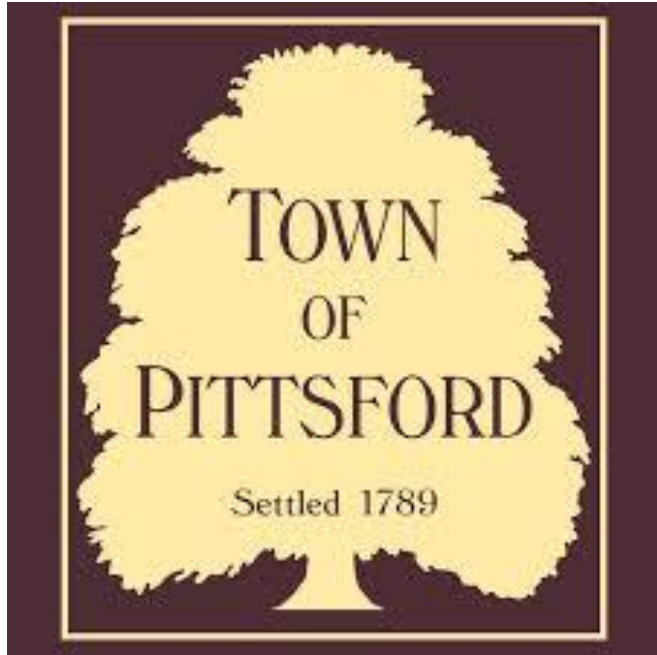
**Please sign:**

**Town of Pittsford Supervisor or  
Designee**

**Autism Council of Rochester, Inc.**

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- ✓ **Lower Taxes**
- ✓ **Strong Neighborhoods**
- ✓ **Continual Improvement**

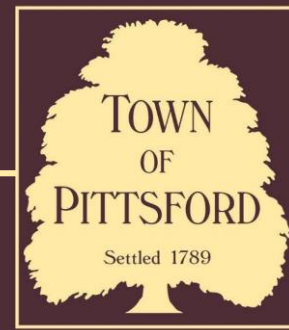
# 2020 Pittsford Town Budget

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Bill Smith | Pittsford Town Supervisor

# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor

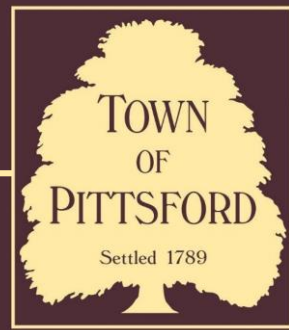


## Highlights

- 1.5% cut in the Town Property Tax Rate – 8.1% Tax Cut over the past 2 years
- 1.0% decrease in the overall general tax levy
- Compliant with NYS Property Tax Cap
- Maintains increased funding for residential road repaving program
- Improvements to our Pittsford Community Library
- Increased support for Pittsford Volunteer Ambulance
- Increased funding for Pittsford Youth Services
- A new kayak launch on the canal, handicapped accessible and easier access for seniors
- Support for Elderberry Express
- Our continuing environmental initiatives that save taxpayers money while protecting our natural resources
- Environmental upgrades to King's Bend Park
- More recreation programs, including additional concerts.

# 2020 Pittsford Town Budget

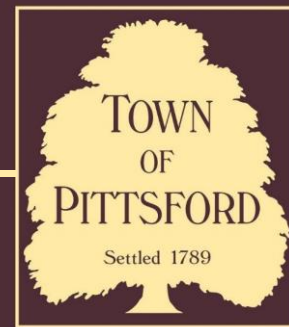
Presented by Bill Smith, Pittsford Town Supervisor



# Lower Taxes

# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



## Tax Rate & Tax Levy Decrease

### Tax Rate

2019 Tax Rate: \$3.205060

2020 Tax Rate: \$3.155957

**1.5% decrease**

### Tax Levy

2019 Tax Levy: \$10,264,581

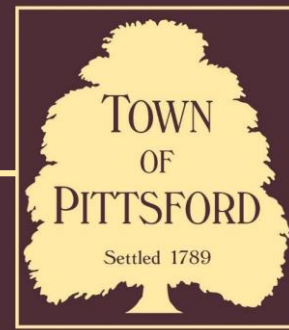
2020 Tax Levy: \$10,162,244

**1.0% decrease**

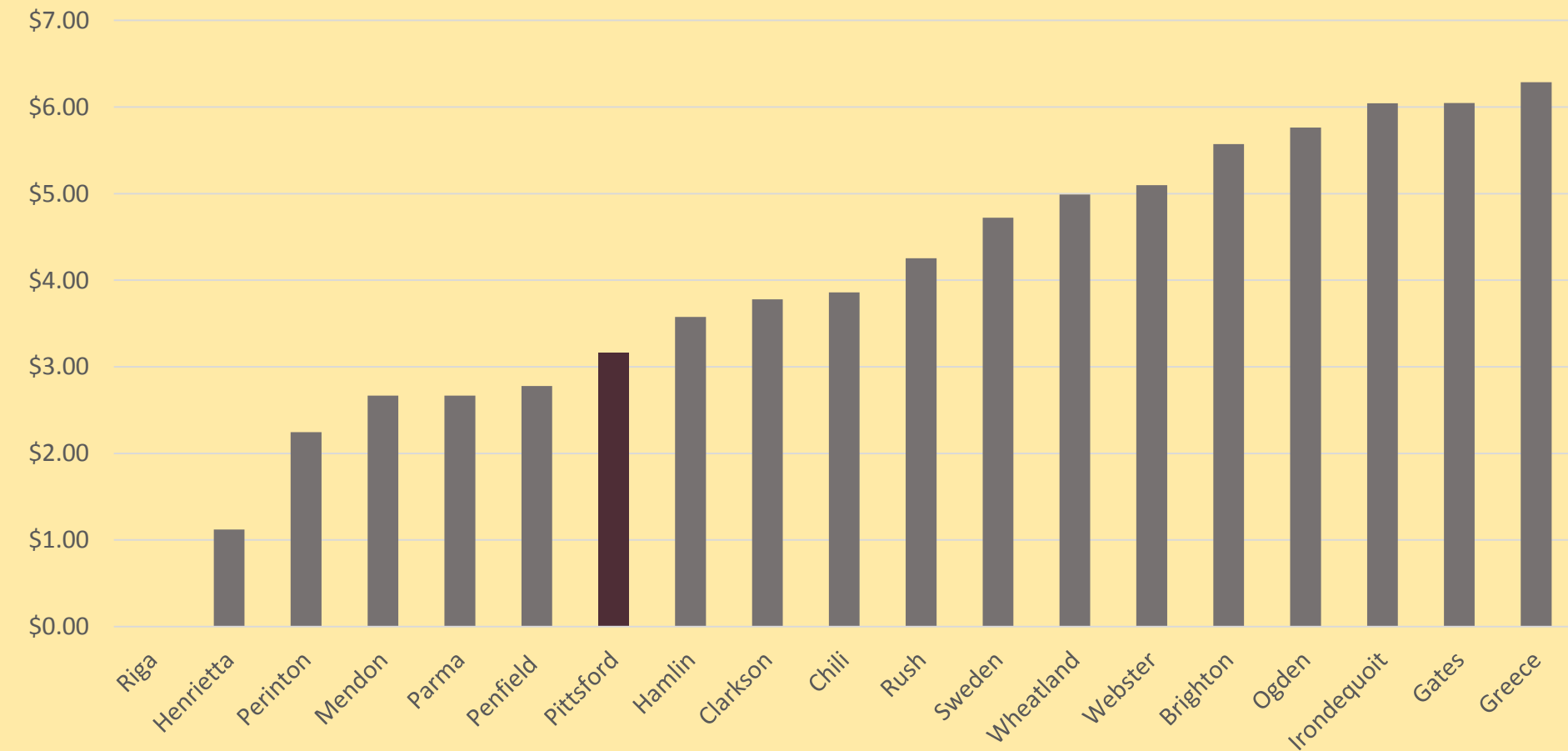


# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



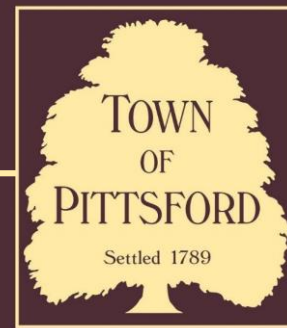
## Town Tax Rate Comparison





# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



## Tax Rates Lower Than Pittsford

*Pittsford: \$3.16*

### Parma - \$2.68

- No Leaf pick-up
- Brush pick-up 2x per year

### Penfield - \$2.78

- No leaf pick-up
- No brush pick-up

### Mendon - \$2.67

- No Leaf pick-up
- Brush pick-up 2x per year
- No recreation department

### Perinton - \$2.15

- \$1.8m revenue from landfill
- School Library District
- Leaf pick-up every 4-6 weeks

### Henrietta - \$1.40

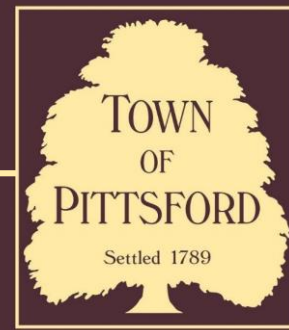
- Large commercial tax base
- No brush pick-up
- No leaf pick-up

### Riga - \$0.00

- \$2m revenue from landfill
- No Leaf pick-up
- Brush pick-up 2x per year

# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



**Town Taxes: less than 9¢ of every \$1 paid in Property Taxes**

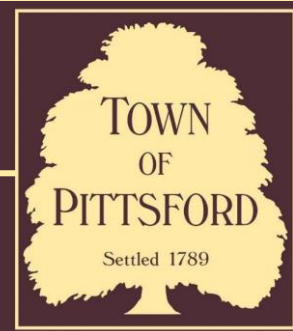


**Other Taxing Jurisdictions  
91¢**

**Town  
9¢**

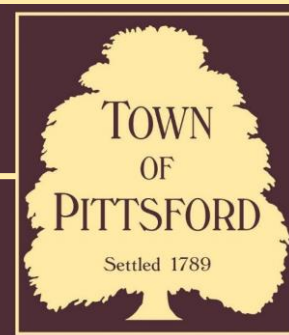
# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



# Strong Neighborhoods

# 2020 Pittsford Town Budget



Presented by Bill Smith, Pittsford Town Supervisor

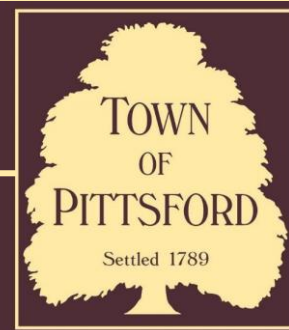
## Highway Department: Maintains Increased Funding

- Maintains the 2019 increase of \$337,000 to road repair budget
- Additional traffic safety devices
- LED Street Light Conversion



# 2020 Pittsford Town Budget

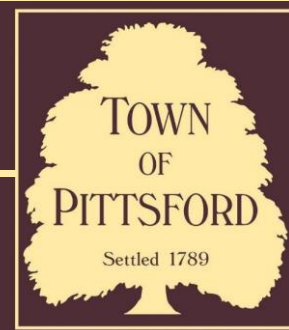
Presented by Bill Smith, Pittsford Town Supervisor



## Continual Improvement: Supporting Youth/Senior Services & Pittsford Community Library

# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



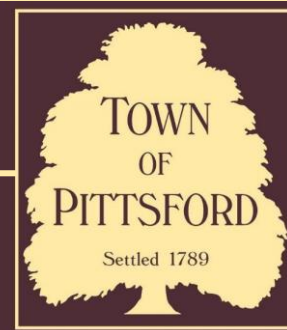
## Maintains Funding for Pittsford Youth Services and Senior Services

- \$54,671 allocated to Pittsford Youth Services Counseling plus an additional \$3,000 for administration expenses.  
**Totaling \$57,671**
- Budget honors Town's commitment to quality of life for seniors
- Funds will support:
  - Tuesday Lunch Program
  - Nutrition Program
  - More Recreational Activities
  - Elderberry Express



# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



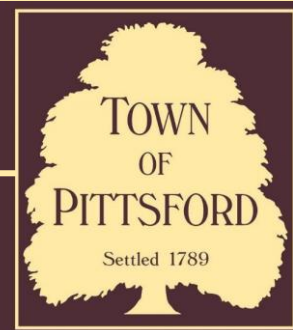
## Improvements to our Library

- Painted the 1<sup>st</sup> floor, adding a few bright, fun accent colors in the children's room, and will continue to replace carpeting on the 2<sup>nd</sup> floor.
- \$20,000 for furniture upgrades
- Increased staff hours
- New database: Mango Languages, which gives Pittsford residents with a library card access to courses on learning over 70 languages as well as 20 ESL courses.
- Updates in the Teen Place and access to Kanopy, a movie streaming app, for Pittsford residents with a library card.



# 2020 Pittsford Town Budget

Presented by Bill Smith, Pittsford Town Supervisor



## The Process

- **10/15- Supervisor Presents his 2020 Budget Priorities**
- **10/30- Budget filed by this date with the Town Clerk. On the day filed, budget will be posted on the Town website and hard copies will be made available.**
- **11/4- Town Board to set Public Hearing**
- **11/19- Public Hearing on the 2020 Budget**



Minutes of the Town Board for October 1, 2019

**DRAFT  
TOWN OF PITTSFORD  
TOWN BOARD  
OCTOBER 1, 2019**

Proceedings of a regular meeting of the Pittsford Town Board held on Tuesday, October 1, 2019 at 6:00 P.M. local time in Pittsford Town Hall.

**PRESENT:** Supervisor William A. Smith, Jr.; Councilpersons Kevin Beckford, Katherine B. Munzinger, Matthew J. O'Connor and Stephanie Townsend.

**ABSENT:** None.

**ALSO PRESENT:** Staff Members: Paul Schenkel, Commissioner of Public Works; Robert Koegel, Town Attorney; Linda Dillon, Town Clerk; Suzanne Reddick, Assistant to Supervisor; and Shelley O'Brien, Communications Director.

**ATTENDANCE:** There were approximately eighty (80) members of the public in attendance. There were also four (4) additional staff members present and an interpreter. The room reached capacity (95) and some people were unable to enter.

Supervisor Smith called the Town Board meeting to order at 6:10 P.M., inviting Deputy Supervisor Munzinger to lead in the Pledge to the Flag. The Town Clerk noted all members present.

**SUPERVISOR'S ANNOUNCEMENTS**

- 1) Supervisor Smith announced and welcomed the public to attend the opening of the Town of Pittsford Dog Park on Tuesday, October 8 at 3:30 p.m. on East Street, adjacent to the Habecker Baseball Fields. The park will be a part of the Monroe County Dog Park system. Registration can be done through the Monroe County Parks Department and can also be done on October 8 at the Dog Park from 3:00 – 7:00 P.M.
- 2) Supervisor Saturday will be this Saturday, October 5 at 9AM at the Pittsford Community Library. Anyone wishing to meet, ask questions, offer comments or discuss any matter with the Supervisor regarding the Town are welcome to attend.

**PRESENTATION – NATURE PARK AND PRESERVE BY SUE STEELE, LANDSCAPE ARCHITECT**

Sue Steele, Landscape Architect for the Town's Nature Park and Preserve project, made a presentation to the Board, describing the plans for the 15 acre park along the Erie Canal in Pittsford, following the receipt of a grant award from New York State. The presentation reviewed the following items: Project Overview, Master Plan, Trail Alignment and Key Features, Historic Barn reconstruction plans and a schedule to complete the project.

Sue Steele noted that adding an elevated trail to plans for the project would require additional funding, but that grant money may be available for this purpose.

**MINUTES  
PUBLIC COMMENTS**

A resident whose comments were included in the draft minutes requested an amendment to her comments.

## Minutes of the Town Board for October 1, 2019

### **AMENDMENTS TO SEPTEMBER 17, 2019 MINUTES APPROVED**

At the request of the resident who requested the revision, Supervisor Smith moved to amend the minutes accordingly. This was seconded by Councilman Beckford. The board voted as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

Thereafter, Councilman O'Connor requested an amendment, under the section entitled "Public Hearing on Local Law No. 3 of 2019". The Town Clerk read the proposed amendment, which was an addition to the comment offered by Councilman O'Connor. The amendment would be added to the last sentence in paragraph 2 under Public Hearing on Local Law No. 3. Councilman O'Connor made a motion to amend the Minutes as stated, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Amendment was approved and carried as follows:

**RESOLVED**, that the September 17, 2019 Minutes be amended as follows:

The last sentence in Paragraph 2, under Public Hearing on Local Law No. 3 of 2019, read as follows:

*"Councilman O'Connor and Deputy Supervisor Munzinger confirmed that they are in agreement with the proposed Resolution, though Councilman O'Connor did point out that the local law does not address the real underlying root issue, deer overpopulation that cannot be solved with signage and enforcement of firearm discharge prohibitions. He challenged future Boards to look to the Cornell College of Agriculture and Life Sciences for solutions based on research on the Ithaca campus, which could involve periodic controlled hunts and use of contraception to thin the herd."*

### **MINUTES OF THE SEPTEMBER 17, 2019 MINUTES APPROVED AS AMENDED**

Thereafter, a Resolution to approve the Meeting Minutes of the September 17, 2019 meeting as amended was offered by Councilman O'Connor, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that the Meeting Minutes of the September 17, 2019 Town Board meeting is approved as amended.

### **ADOPTION OF COMPREHENSIVE PLAN UPDATE**

Supervisor Smith noted that that the Town had completed, at its last meeting, the second of two successive public hearings on the Comprehensive Plan (on September 3 and September 17), which followed more than 4 years of open public comment on the process and the plan, including three public workshops promoted in all media other than television and radio, including direct mailings to every household in Pittsford for each meeting. He noted that the Board may now consider adopting the Plan, beginning by considering amendments proposed by Board members. All such amendments had been published on the Town website the previous week.

### **PUBLIC COMMENTS**

- 1) Michelle Crane stated that there is plenty of housing stock available for income levels between \$45,000-\$90,000 and therefore disapproves of Councilmen Beckford's proposed amendment. However, she supports the amendments related to housing options for residents age 55 and older.
- 2) Ginger Sacco – spoke against the idea of multiple-dwelling units for reasons including noise levels, parking (more possibility of damage to vehicles), pet limitations, handicap accessibility and quality of housing.
- 3) Kendra Evans – spoke in support of Councilman Beckford's amendment, to make it possible for young families to live in Pittsford.
- 4) Mary Moore – spoke in support of Councilman Beckford's amendment, favoring housing incentives for those who currently cannot afford to live in Pittsford.
- 5) Susan Gould – noted a correction (typo) that is needed on Page 17 with reference to Future Land Use Planning and also commented that she was in favor of exploring more affordable housing.
- 6) Hau Jin – spoke in support of the Comprehensive Plan's provision for broader housing options for seniors and the proposed amendments supporting that provision. She noted that Pittsford is very diverse community

## Minutes of the Town Board for October 1, 2019

- 7) Patricia Fazio – spoke in support of Councilman Beckford's amendment. As a single Mom living in Pittsford, she hopes her son can move back after college
- 8) Elizabeth Webb – stated support for Councilman Beckford's amendment. She added that although she lives in the Highlands of Pittsford, it is not affordable for many, and therefore providing for more affordable housing for seniors is desirable.
- 9) Mark Harrington – spoke in support of Councilman Beckford's amendments, impressed with the community's political involvement.
- 10) Dani Polito – spoke in support of Councilman Beckford's amendment. As a two-time immigrant, she felt that we should not restrict efforts for broader affordability of housing to those 55 and older.
- 11) Sandra Corsetti – a longtime resident (since 1986) of Pittsford, spoke, noting that she lives in a very affordable neighborhood that it is very diverse and inclusive, having even a group home in her neighborhood. She knows that there is a larger amount of affordable housing available here in Pittsford than some of the proposed amendments suggest.
- 12) Brenda Myers – concurred with the previous comment, noting that there is plenty of very affordable housing for young families available here in Pittsford.
- 13) Michael Simpson – spoke in support of Councilman Beckford's amendment, applauding affordable housing efforts for seniors, and encouraging development on the other end of the age spectrum.
- 14) Laura-Jean Diekmann – questioned the validity of Councilman Beckford's amendment.
- 15) Alaina Malley – a resident and Nursing Home administrator, spoke regarding the 55 and older communities, noting that they are not necessarily successful, as many would like to stay in their own home. She encouraged efforts to help seniors to stay in their own home.
- 16) Barbara Jablonski – a 31 year resident, expressed her gratitude for the Community Survey and for the Town Board listening to, and responding to, the survey results, which indicated a desire to address affordable housing for seniors and recreational needs along the canal for seniors and children. She asked that the Town Board honor the opinions of residents as expressed in the Community Survey opinions, and not approve amendments to the comprehensive Plan based on personal agendas.
- 17) Paul Knipper – a 43 year resident, spoke, supporting affordable housing regardless of age. He is in support of limiting lot sizes, for more homes and direct incentives to residents.
- 18) Jin Lian – a 7 year resident, spoke, supporting the community and indicating her happiness with the Pittsford community, with its welcoming nature and its diversity. She stated that she is happy living here in Pittsford.
- 19) Jessie Keating – spoke in support of Councilman Beckford's amendments and requested that no vote be taken, giving additional opportunity for comments.
- 20) Jeff Luellen – a 50+ year resident, spoke, against Councilman Beckford's amendments, as unnecessary and damaging, and contrary to the wishes of the community.

### **ADOPTION OF THE COMPREHENSIVE PLAN**

Councilman Beckford asked the Town Attorney if another public hearing could be opened. The Town Attorney responded that it is possible, subject to the same procedure used for the two previous public hearings, with notice published in a newspaper of record at least five days prior to the next hearing.

Thereafter, Councilman Beckford moved to set another public hearing the Public Hearing. There was no second to this motion, and the motion failed.

Councilwoman Townsend then moved to delay a vote on the Comprehensive Plan, as this could give time for more review and public comment. The motion was seconded by Councilman Beckford and voted on by members as follows: Ayes: Beckford and Townsend. Nays: Munzinger, O'Connor and Smith. The motion failed.

Supervisor Smith reviewed the procedure in considering the proposed Amendments. For purposes of avoiding confusion, they would be considered in the same format as they were publicly published, considering in turn each set of amendments proposed by Board members.

The first set of amendments for consideration were entitled Part A (Supervisor Smith's Proposed Amendments). Councilwoman Townsend asked about references in the amendment to particular types of zoning districts for residents of 55 and older; specifically, would the 55-plus requirement apply just to the original purchaser of a

## Minutes of the Town Board for October 1, 2019

property under such zoning or to subsequent purchasers as well. Supervisor Smith confirmed that the age provision would apply to all subsequent purchasers as well.

### **COMPREHENSIVE PLAN UPDATE AMENDMENTS AMENDMENTS PART A**

Following discussion and Supervisor Smith's review of his proposed amendments, a motion was made by Supervisor Smith, seconded by Deputy Supervisor Munzinger, to approve Part A of the proposed amendments to the Comprehensive Plan, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Nays: Beckford.

The Resolution was carried as follows:

**RESOLVED**, that Part A of the proposed Amendments by Supervisor Smith be approved as follows:

#### Part A (Supervisor Smith's Amendments)

1. Update, p. 34, under "Policies," third bullet, add to the end of the bullet: "including housing options specifically suited for residents of age 55 and older."
2. Update, p. 36, change point 15 to read as follows: "Consider providing incentives to developers to develop more affordable housing in the Town of Pittsford for residents aged 55 and older."
3. Update, following p. 36, add additional page to read as follows:

#### Aging-in-Place

The policy recommendations for residential development in this Comprehensive Plan (p. 34) contemplate diversification of housing stock to accommodate shifting preferences. Many Pittsford residents have expressed interest in more housing options suited specifically for people in their retirement years, and at a broader range of price points than may be available currently.

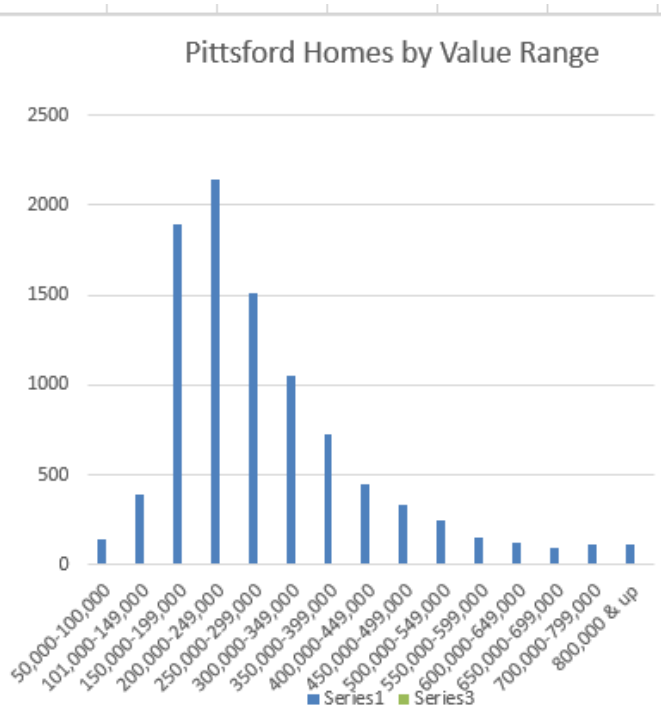
The Plan's recommended actions regarding residential development specifically include (p.36) considering incentives for developers to provide more housing options for residents of age 55 and older at lower cost than typically available in Pittsford.

New York Law makes specific provision for action by towns along these lines. In accordance with it, the following actions are recommended.

1. Consider creating a retirement community zoning district for occupancy by people 55 years old and older.
2. Consider creating a senior citizen residence district "floating zone" specifically for multi-family dwellings arranged as individual units for people 55 and older.
4. Update, p. 55, under "Policies," first bullet, third line, delete the phrase ", with the Active Transportation Plan," and add to end of the bullet ", and reviewing pertinent provisions of the Active Transportation Plan."
5. Appendices, p. 8, replace the chart at Figure 9, which shows 2015 data, with the 2019 data, as shown on the chart set forth below:

Minutes of the Town Board for October 1, 2019

Value Range	Number	% of
Homes in Town	Parcels	Total Homes
Pittsford Residential		
50,000-100,000	144	1.52%
101,000-149,000	395	4.16%
150,000-199,000	1895	19.96%
200,000-249,000	2143	22.57%
250,000-299,000	1507	15.87%
300,000-349,000	1052	11.08%
350,000-399,000	723	7.61%
400,000-449,000	450	4.74%
450,000-499,000	337	3.55%
500,000-549,000	252	2.65%
550,000-599,000	152	1.60%
600,000-649,000	120	1.26%
650,000-699,000	96	1.01%
700,000-799,000	113	1.19%
800,000 & up	116	1.22%
	9495	100.00%



**AMENDMENTS PART B**

Prior to a motion or vote on Councilwoman Townsend’s amendments, she proposed changes to them, based on her further research:

1. Remains the same
2. a) Remains the same  
b) Change to: “Evaluate public support for and efficacy of additional means of encouraging senior housing at lower cost, including public-private partnerships.”  
c) Withdraw completely
- 3-6: Remains the same

Councilwoman Townsend offered a motion to approve Amendments Part B as currently amended, seconded by Councilman O’Connor, and voted on by members as follows: Ayes: Beckford, Munzinger, O’Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

**RESOLVED**, that Part B of the proposed Amendments by Councilwoman Townsend be approved as re-amended as follows:

Part B (Councilwoman Townsend’s Proposed Amendments)

1. Update, p. 34, under “Policies,” add “Enact a policy for review and public notice of demolition applications.”
2. To Supervisor Smith’s “Aging-in-Place” proposed amendment, add the following recommendations:
  - (a) “Review current codes pertaining to suites in single-family homes for their effectiveness at providing suites for elderly family members that promote maximum independence.”

## Minutes of the Town Board for October 1, 2019

(b) "Evaluate public support for and efficacy of additional means of encouraging senior housing at lower cost, including public-private partnerships."

3. Update, p. 36, add a new Action as follows: "Conduct a town-wide traffic safety assessment to identify priority areas and subsequent actions to increase safety."

4. Update, p. 57, under "Policy," add to the end of the sentence: ", including solar, wind, and geothermal energy technologies."

5. Update, p. 57, under "Policy," add the following new policy: "Review the existing incentive zoning rules to encourage environmentally sustainable building designs, materials, and technologies."

6. Update, p. 57, under "Actions," add the following new action: "Review the Design Guidelines to ensure that they allow for non-traditional building designs and materials that are more energy efficient and environmentally sustainable."

### **AMENDMENTS PART C**

Deputy Supervisor Munzinger reviewed her proposed Amendments and thereafter made a motion to approve them, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

**RESOLVED**, that Part C of the proposed Amendments by Deputy Supervisor Munzinger be approved as follows:

#### Part C (Deputy Supervisor Munzinger's Proposed Amendments)

1. Update, p.4, second paragraph, delete reference to "Appendix B" and change third sentence and beginning of fourth sentence to read: "Means of promotion included:"

2. Update, p. 4, first bullet, make "postcard mailing" plural; second bullet, add at the end the words "for each meeting;" fifth bullet, make "Story" plural; eighth bullet, make "article" plural; and add an additional bullet stating: "Pittsford Messenger, Town newsletter sent to every home."

3. Update, p.19, remove photograph identified as "Country Village Plaza" (not located in Pittsford).

4. Update, p. 21, change the designation of three "Representative Images" to "Concept Images Only," and remove reference to "KKK Steel," or alternatively, remove concept images and add photographs of Town of Pittsford buildings.

5. Update, p. 25, remove photograph of "Powers Farm Market" (as it is located in Perinton), and, if available, add photograph of farm market in Town of Pittsford.

6. Update, p. 40, Action 4, fourth line, insert the word "discernible" between the words "no" and "detriment."

7. Update, p. 56, Action 8, add to end of sentence "and those with disabilities."

8. Update, p. 57, replace photograph of a "local home with a roof-mounted solar array" with a photograph of a home in the Town of Pittsford with a solar array, or alternatively, label the photograph as a concept photograph.

### **AMENDMENTS PART D**

Councilman Beckford reviewed his proposed Amendments some discussion among Town Board members followed. Councilwoman Townsend noted that she did not see a clear mechanism to achieve the objectives stated in No. 1 and No. 3 of Councilman Beckford's proposed Amendments. Following an inquiry from

## Minutes of the Town Board for October 1, 2019

Councilman Beckford, Town Attorney clarified that the Comprehensive Plan can be as specific as it wants to be. However, what really matters is the Town's Zoning Law.

Following the discussion, a motion was made by Councilwoman Townsend to sever each individual component of the Part D Amendments, to consider each separately, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that Part D – Councilman Beckford's Proposed Amendments be severed into five (5) separate parts, as listed 1 – 5 in his proposed amendments, to be considered individually by the Board.

Discussion followed.

Councilman Beckford stated statistics about demographics and ethnic composition of the population of Pittsford. He noted that the purpose of his amendment was to change these demographics. He noted a history of intentional racial segregation in the United States, given effect by zoning laws among other means. He recommended the book *The Color of Law*, by Richard Rothstein as an excellent resource for understanding this phenomenon and as a guide for making changes to overcome it. The Councilman stated that the purpose of his proposal for special efforts for housing affordability for households with incomes from \$53,000 to \$90,000 was to change Pittsford's ethnic composition and demographics. He stated that the concept described by his amendment is necessary in order to allow young families to move into Pittsford, and children to move back to the Town after college.

Deputy Supervisor Munzinger noted that her family is a young family with young children who moved to Pittsford, that in her experience there is available housing at affordable prices in the Town, and that the breakdown of housing values in Pittsford supports that.

Supervisor Smith recited data. He noted that 26% of all houses in Pittsford are valued at below \$199,000, that about half of all housing in Pittsford is valued at less than \$249,000. He stated that in the Town outside the Village, there are nearly 1,000 apartments and condo units available, and that, within the Village itself, 26% of all housing is rental housing. He continued, that the Town's current zoning law already in place provides specifically for multi-dwelling units, both the B-Residential zoning areas and the C-2 zoning, and that the Town code provides for "Planned Unit Developments" that allow multi dwelling units and which were expressly created for, among other things, allowing the use of a variety of housing types and densities. The Town Code provides also for Incentive Zoning and one of the express purposes stated in the Code for Incentive Zoning is to "provide a sound mix of housing projects." Right now the Town has one homebuilder who's been in front of the Board with a project for apartments by St. John Fisher College, and it's well known that one builder has been trying to put up apartments by the canal in the Village, though that project is solely within the jurisdiction of the Village government. He continued, that in the past 4 or 5 years alone, families with young children moving in is one of the major factors in neighborhoods across Pittsford. It is seen especially in the long-established neighborhoods, where the existing housing stock is far less expensive than new construction. As the older residents downsize, young families not only can move in, they're actually moving in.

The Supervisor noted that the Comprehensive Plan calls for allowing greater density and "cluster" zoning, to allow smaller homes to be built closer by each other, including the patio homes that are popular. This can help a builders to offer homes that cost less, and also leaves more green space open. He noted that the Comprehensive Plan also calls specifically for Mixed Use Development that includes apartments, with living units above shops and next to them.

Councilman O'Connor discussed what he described as market realities that mean that home builders cannot build new homes for sale in Pittsford for less than about \$375,000 unless the builder would be willing to build houses to sell at a loss. The underlying cost of land in Pittsford is the driving force, because of the demand caused by people wanting to move here. Looking at existing housing stock, he considered the 26% of housing in Town valued at less than \$199,000. He demonstrated that, for a house priced within that range, for \$180,000, at the current mortgage rate of 3.75%, with a 10% down payment and factoring in all applicable taxes, mortgage insurance and home insurance, the monthly payment would be \$1,545 per month, or \$18,546 per year. He continued that, using generally accepted rules-of-thumb about housing cost in relation to gross income, whether a

## Minutes of the Town Board for October 1, 2019

third of income or one-fourth of income, such a house is well within the financial ability of a family within the income range specified in Councilman Beckford's amendment.

Supervisor Smith said that the information about home values and pricing out a mortgage payment, discussed earlier in this meeting, would have come out in the Comprehensive Planning process. That was a public process that involved more than 4 years of careful and deliberate study and public scrutiny and public participation. The Town Attorney intervened to say it had been closer to 5 years. The Supervisor continued that all of the other proposed amendments seek to clarify or add detail to provisions already in the Comprehensive Plan that went through that public review. Councilman Beckford's amendment is something totally new, out of the blue. Other than a very few comments at the last of the public workshops not sufficient to suggest public support, the concept had never been brought up at any stage of the public planning process over 5 years. No one brought it up at either of the two public hearings that the Board held last month. To bring it up now, after having had 5 years of opportunity to do so, bypasses the entire public process.

By bypassing the public process, he continued, this amendment was subject to no review by the Comprehensive Plan citizens committee, or by the Town's consultants or, most importantly, by the public. The Supervisor recalled the observation of the Comprehensive Plan consultant at the beginning of her presentation at the public hearings that a comprehensive plan is supposed to represent the vision and choices of the community. He stated that is very different from imposing on the community something never brought up for their consideration in the planning process.

The Supervisor noted that Town held off on finalizing the Comprehensive Plan until after the Community Survey, because the Town Board said it would consider results of the survey in finalizing the Comprehensive Plan. The Survey showed strong public support for ways of enabling builders to be able to offer housing desired by seniors at lower price points, but not anything beyond that. He observed that we need to respect both what our residents have said, and respect the Town Board's own commitment to take into account the results of the Survey.

He noted that the Comprehensive Plan includes strengthening two things important to Pittsford: historic preservation and preserving more open space, and historic preservation and preserving open space both have the effect of not just supporting the values of all homes in a community, but increasing them.

### **AMENDMENT PART D – NO. 1: FAILED**

Following discussion, Councilman Beckford offered a modification to No. 1 of his amendments, requesting that it read as follows:

*(additional modifications in italics)*

1. Update, p. 34, Action 3, add to the end: "Allow for socioeconomic diversification (suited for annual income levels of \$53,000 - \$93,000) to consider providing incentives to developers to allow for socio-economic diversity."

Councilman Beckford thereby made a motion to approve #1 of his amendment, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford and Townsend. Nays: Munzinger, O'Connor and Smith. The motion failed.

### **AMENDMENT PART D – NO. 2: FAILED**

Councilman Beckford requested the modification to No. 2 of his amendments to read as follows:

*(see additional modification in italics)*

2. Update, p. 36, change point 15 to read: "Consider providing incentives to developers to develop more affordable homes (suited for annual income levels of \$53,000 - \$93,000), home types, and prices within each development project; i.e., apartments, condominiums, town homes, and patio homes."

Councilman Beckford then made a motion to approve No. 2 of his amendments. No member of the Town Board seconded the motion, which consequently failed.



## Minutes of the Town Board for October 1, 2019

### **AMENDMENT PART D – NO. 3, AS PROPOSED APPROVED**

Councilman Beckford then made a motion to approve No. 3 of his amendments, seconded by Supervisor Smith, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

**RESOLVED**, that No. 3, of Amendments Part D, proposed by Councilman Beckford be approved as follows:

#### Part D (Councilman Beckford's Proposed Amendment)

1. Update, p. 36, change point 14 to read: "Provide neighborhood amenities like Grills, Playgrounds and Pavilions (in new and existing neighborhoods) where possible and supported by the neighborhood, to bring communities together and provide social connectedness among residents."

### **AMENDMENT PART D – NO. 4, AS RE-AMENDED: FAILED**

Councilman Beckford requested the modification to No. 4 of his amendments to read as follows: (*see additional modifications in italics below*)

4. Update, following p. 36, add additional page to read as follows:

#### **Three Generations Program**

National trends show a desire for neighborhoods to reflect a level of diversification in ages, incomes and ethnic groups. Pittsford average household income is 2X of the surrounding areas. In the last 10 years, most housing stock added had entry points of well over \$300K, making it impossible for our seniors to downsize and young families to move to Pittsford.

**PROBLEM TODAY:** (1) Seniors unable to downsize to affordable apartments, townhomes or condos are leaving Pittsford; moving to neighboring towns who have more affordable housing stock. (2) Young people and young families making \$53K – \$93K are unable to find enough housing stock they can afford.

The (per my suggested amendment) policy recommendations for residential development in this Comprehensive Plan (p. 34) contemplate diversification of housing stock to accommodate shifting needs. Many Pittsford residents have expressed interest in more affordable housing options that would allow their kids to live here after college and to allow seniors to downsize. This suggest we encourage and incentivize developers to provide a broader range of price points than may be available currently.

The Plan's recommended actions regarding residential development specifically include (p.36) considering (per my suggested amendment) incentives for developers to provide more affordable homes (suited for incomes levels \$53K – \$93K), home types and prices within each development project; i.e. apartment, condo, town homes and patio homes.

Thereafter, Councilman Beckford made a motion to approve No. 4 of his proposed amendments. No member of the Town Board seconded the motion, which consequently failed.

### **AMENDMENT PART D – NO. 5, AS RE-AMENDED: FAILED**

Councilman Beckford offered a modification to No. 5 of his amendments, requesting that it read as follows: (*additional modifications in italics*)

5. Update, p. 20, add to the list of "Potential Future Land Uses" the word "*Condominiums*".

Councilman Beckford then offered a motion to approve No. 5 of his proposed amendments, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford and Townsend. Nays: Munzinger, O'Connor and Smith. The motion failed.

### **AMENDMENT PART E – PROPOSED BY COUNCILMAN O'CONNOR APPROVED**

## Minutes of the Town Board for October 1, 2019

Councilman O'Connor reviewed his one proposed Amendment and thereafter made a motion to approve, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

**RESOLVED**, that Part E of the proposed Amendment by Councilman O'Connor be approved as follows:

### Part E (Councilman O'Connor's Proposed Amendment)

1. Update, p. 57, Goal #3, "Healthy Living," fourth line, insert the phrase "and resiliency" after the word "sustainability."

## **COMPREHENSIVE PLAN UPDATE SEQRA APPROVED**

Supervisor Smith offered a motion that a Negative Declaration of environmental significance be made, seconded by Councilwoman Townsend, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was carried as follows:

WHEREAS, through a series of meetings with residents and business owners of the area, the Town, with assistance from its Town Planner, Bergman Associates, developed a draft Update to the Town's Comprehensive Plan, with Appendices, which outlines a shared vision of the future for the Town; and

WHEREAS, following receipt and review of the draft Update and Appendices to the Town's Comprehensive Plan, a public hearing was held on the 3rd day of September, 2019 and continued through the 17<sup>th</sup> day of September, 2019, at which time it was closed, to review the proposed changes to the Town's Comprehensive Plan, receive public comments and determine whether such changes should be adopted by the Town Board; and

WHEREAS, following the closure of the public hearing, the Town published proposed amendments to the Update and Appendices, which amendments were duly considered by the Town Board at its meeting on October 1, 2019; and

WHEREAS, the proposed action being considered is adoption of the Update as amended by the votes taken this evening with Appendices to the Town's Comprehensive Plan which identifies the important attributes and components that define the community, provides a vision for the future, and focuses on the current and long-range protection, enhancement and development of the Town; and

WHEREAS, updating the Comprehensive Plan has consisted of the three following major analyses: 1) understanding existing conditions in the Town; 2) defining and articulating the Town's goals and vision for the future; and 3) determining the means to accomplish those goals and give life to that vision; and

WHEREAS, the Town Board obtained public input through various outreach efforts, and consulted with local officials, departments and committees, representatives of the Town Planning Board, and other municipal representatives, businesses and property owners, together with the multi-meeting Public Hearing; and

WHEREAS, the Town Board is responsible for preparation and adoption of the amendments to the Town's Comprehensive Plan, pursuant to [Town Law § 272-a](#); and

WHEREAS, the proposed action of adopting the proposed amendment to the Town Comprehensive Plan is a Type I SEQRA action pursuant to [6 NYCRR § 617.4\(b\)\(1\)](#); and

WHEREAS, a Full Environmental Assessment Form has been prepared for the proposed action;

NOW, THEREFORE, be it

## Minutes of the Town Board for October 1, 2019

**RESOLVED**, that the Town Board finds that based upon the information included in the Full Environmental Assessment Form and the criteria contained in [6 NYCRR § 617.7](#), the Town Board is the Lead Agency for SEQRA review of the proposed action; and be it further

**RESOLVED**, that copies of the Comprehensive Plan materials were provided to the Interested Agencies and the public during the review process for the proposed Update to Town's Comprehensive Plan; and be it further

**RESOLVED**, that the Town Board, having reviewed the full environmental assessment form, and the Town Board having taken a "hard look" at potential adverse environmental impacts of the proposed Update to the Town's Comprehensive Plan, with Appendices and amendments, and having given this matter due deliberation and consideration, finds that the proposed Update to the Town's Comprehensive Plan, with Appendices and amendments, will not have a significant adverse impact on the environment; and be it further

**RESOLVED**, that the Town Board hereby issues a Negative Declaration for the project.

### **COMPREHENSIVE PLAN UPDATE APPROVED AS AMENDED**

Following the approval of the SEQRA Resolution, Supervisor Smith offered a Resolution to approve the Comprehensive Plan Update as Amended, seconded by Councilman O'Connor, and voted on by members as follows: Ayes: Munzinger, O'Connor, Townsend and Smith. Nays: Beckford.

The Resolution was declared carried as follows:

WHEREAS, through a series of meetings with residents and business owners of the area and other community outreach efforts, the Town, with assistance from its Town Planner, Bergmann Associates, developed a draft Update, with Appendices, to the Town's Comprehensive Plan, which outlines a shared vision of the future for the Town; and

WHEREAS, the proposed action being considered is adoption of an Update, with Appendices, to the Town's Comprehensive Plan which identifies the important attributes and components that define the community, provides a vision for the future, and focuses on the current and long-range protection, enhancement and development of the Town; and

WHEREAS, the Town Board obtained public input through various outreach efforts, and consulted with local officials, departments and committees, representatives of the Town Planning Board, and other municipal representatives, businesses and property owners, together with a multi-meeting Public Hearing; and

WHEREAS, the Town Board is responsible for preparation and adoption of the amendments to the Town's Comprehensive Plan, pursuant to [Town Law § 272-a](#); and

WHEREAS, updating the Comprehensive Plan has consisted of the three following major analyses: 1) understanding existing conditions in the Town; 2) defining and articulating the Town's goals and vision for the future; and 3) determining the means to accomplish those goals and give life to that vision; and

WHEREAS, there was duly published in a newspaper previously designated as an official newspaper for publication of public notices, and posted upon the bulletin board maintained by the Town Clerk pursuant to § 30(6) of the Town Law, a notice of public hearing to the effect that the Town Board would hold a public hearing on 3rd day of September and the 17th day of September, 2019 on the proposed Update to the Town's Comprehensive Plan; and

WHEREAS, the said public hearing was duly held on the 3rd day of September, 2019 and continued through the 17th day of September, 2019, at which time it was closed, and all persons present were given an opportunity to be heard, whether speaking in favor of or against the adoption of the proposed Update to the Town's Comprehensive Plan; and

WHEREAS, following the closure of the public hearing, the Town published proposed amendments to the Update and Appendices, which amendments were duly considered by the Town Board at its meeting on October 1, 2019; and

## Minutes of the Town Board for October 1, 2019

WHEREAS, the Town Board has determined that proposed Update, with Appendices and amendments, to the Town's Comprehensive Plan is a Type I action pursuant to 6 NYCRR Part 617 of the State Environmental Quality Review Act, and has previously determined that the proposed action will not have a significant adverse impact on the environment; and

WHEREAS, subsequent to the closing of said public hearing, and after all persons interested had been heard, the Town Board considered the adoption of the Update, with Appendices, to the Town's Comprehensive Plan, along with amendments to the Update that were proposed by the Town Board and made available to the public; and

WHEREAS, it was the decision of the Town Board that the proposed Update to the Town's Comprehensive Plan, with Appendices and the amendments accepted by the Town Board, should be adopted.

NOW, on a motion duly made and seconded, it was

**RESOLVED**, that the proposed Update to the Town's Comprehensive Plan, with Appendices and the amendments accepted by the Town Board, be adopted by the Town Board of the Town of Pittsford, New York.

### **RECESS**

Supervisor Smith called for a brief Recess at 9:00 P.M. The Town Board reconvened and continued with the meeting at 9:05 P.M.

### **FINANCIAL MATTERS**

#### **PUBLIC COMMENTS**

No public comments were offered.

### **BUDGET TRANSFERS APPROVED**

A motion to approve the proposed Budget Transfer for building repairs and updates at Kings Bend Park lodges was offered by Deputy Supervisor Munzinger, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: none.

The Resolution was declared carried as follows:

**RESOLVED**, that \$16,350.00 be transferred from 1.9950.9000.1.1 (WT – Transfer to Capital) to 1.2620.2007.10.19 (Bldg. Maint. – Building Improvements) for building repairs and updates at the Kings Bend Park lodges.

### **PERSONNEL MATTERS**

#### **PUBLIC COMMENTS**

No public comments were offered.

### **NEW YORK STATE LOCAL RETIREMENT SYSTEM STANDARD WORK DAY AND REPORTING RESOLUTION APPROVED**

A motion to approve the Standard Work Day and Reporting Resolution for Elected Official and Town Justice, John E. Bernacki, Jr., was offered by Councilwoman Townsend, seconded by Deputy Supervisor Munzinger, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith.

Minutes of the Town Board for October 1, 2019

The Resolution was declared carried as follows:

**RESOLVED**, that based on the Recertification of the Record of Activities for Town Justice John E. Bernacki, Jr., the NYS Retirement will be credited for service time worked as follows:

<b>Name</b>	<b>Title</b>	<b>Term</b>	<b>Days/Month</b>
John E. Bernacki, Jr.	Town Justice	01/01/2018-12/31/2021	14.93



Received Date

**Standard Work Day and Reporting Resolution for Elected and Appointed Officials**

Employer Location Code  
3 0 0 4 9

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A  
(Rev. 09/18)

BE IT RESOLVED, that the Town of Pittsford / 30049 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Title:	Standard Work Day: (Hrs/day) Min. 6 hrs Max. 8 hrs	Name: (First and Last)	Social Security Number: (Last 4 digits)	NYSLRS ID:	Tier 1 (Check only if member is Tier 1)	Current Term Begin & End Dates: (mm/dd/yy-mm/dd/yy)	Record of Activities Result:*	Not Submitted: (Check only if official did not submit their Record of Activities)
<b>Elected Officials:</b>								
Town Justice	6/day	John E. Bernacki, Jr.		40809378	<input type="checkbox"/>	01/01/2018-12/31/2021	14.93	<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials:</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>

I, Linda M. Dillon, secretary/clerk of the governing board of the Town of Pittsford, of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 1st day of October, 20 19 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

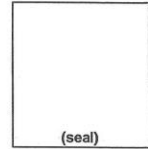
IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Pittsford on this 1st day of October, 20 19.

Linda M. Dillon  
(Signature of Secretary or Clerk)

Affidavit of Posting: I, \_\_\_\_\_ being duly sworn, deposes and says that the posting of the Resolution began on \_\_\_\_\_ and continued for at least 30 days. That the Resolution was available to the public on the: \_\_\_\_\_

- Employer's website at: www.townofpittsford.org
- Official sign board at: Pittsford Town Hall, 11 South Main Street, Pittsford, NY 14534
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

Page 1 of 1 (for additional rows, attach a RS 2417-B form.)



**HIRING AND STATUS/SALARY CHANGES APPROVED**

A Resolution to approve the recommended hiring and status and/or salary change was offered by Councilman O'Connor, seconded by Councilman Beckford, and voted on by members as follows: Ayes: Beckford, Munzinger, O'Connor, Townsend and Smith. Nays: None.

The Resolution was declared carried as follows:

RESOLVED, that the Town Board approve the following persons are approved for new hires:

Name	Dept	Position	Rate	Date of Hire
Meghan Brooks	Rec	Asst II – Aquatics Instructor Asst PT	\$12.00	09/23/2019
Wonje (Jay) Han	Rec	Asst I – counselor PT	\$11.10	09/25/2019
Lindsay Layer	Rec	Asst I – Child Watch PT	\$11.10	09/27/2019
Thomas Joerger	Rec	Asst I – counselor PT	\$11.10	09/30/2019

And, be it further

**RESOLVED**, that the recommended status and/or salary change for the following employees are approved:

## Minutes of the Town Board for October 1, 2019

Name	Position	Reason for Change	Rate	Effective Date
Elijah Fleming	Town Courier PT	Replacing Resignation	\$13.50	09/23/2019
Kathleen Leonard	Sr Office Clerk FT	Promotion for Civil Service	\$19.46	09/23/2019
Richard Surowiec	Rec Asst II PT	Promotion from Rec Asst I	\$12.00	10/02/2019

### **OTHER BUSINESS**

Councilman Beckford spoke with regard and respect for the process, but was deeply disappointed in the outcome, noting that the Comprehensive Plan Update reflects racism and segregation. He stated that he had hopes to change the direction of the Town and believes that this change is necessary.

### **PUBLIC COMMENTS**

Cathy Koshycar, spoke, noting that she respects the work completed on the Comprehensive Plan Update, but felt it was unfair that some people could not enter the room once the Fire Marshall declared it had reached capacity, and they should have a chance to speak, she said the observation that people who supported this had had 5 years to do so amounted to "scolding."

Supervisor Smith noted that the public was given numerous opportunities and invitations to speak, comment and participate in the Comprehensive Plan Update over the past 5 years, including the 3 public workshops promoted by direct mailings to every home for each, as well as at the two recent Public Hearings on September 3rd and September 17th Town Board meetings. That there has been a dedicated website, well publicized, for most of that 5 year period that has provided for continuous submission of public comment on the Comprehensive Plan. He therefore considered that there was more than ample time for the public to comment and that the Town Board also delayed its completion of this Plan until after the Community Survey results were received, intentionally for the purpose of having a Comprehensive Plan consistent with the consensus of Pittsford residents. That delay allowed for even more time for public comment. The Plan reflects and is inclusive of the survey results.

Councilman Beckford stated that he had brought up the subject of his amendment before, in his written comment at the January 2019 public workshop, but that it was not considered.

Councilwoman Townsend noted that she had been present at the Comprehensive Plan Steering Committee meetings subsequent to the January Public workshop, and that Councilman Beckford's written comment at that meeting had been considered by the Comprehensive Plan Committee.

### **ADJOURNMENT**

As there was no further business, the Supervisor adjourned the meeting at 9:13 P.M.

Respectfully submitted,

Linda M. Dillon  
Town Clerk

# MEMORANDUM

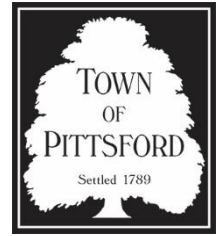
To: Town Board Members

From: Robert B. Koegel

Date: October 9, 2019

Regarding: Town/RIT Agreement for Energy Efficiency Assessment of Town Buildings

For Meeting On: October 15, 2019



The Town and the New York State Pollution Prevention Institute (NYSP2I) at the Rochester Institute of Technology (RIT) are interested in entering into an agreement under which NYSP2I would assess the cost and efficiency of energy consumption in up to three (3) selected Town-owned and operated buildings and report its findings.

The assessment would be done over a three-month period and have the estimated cost of \$14,169.00, all of which would be paid for by a grant to RIT from the Environmental Protection Fund administered by the NYS Department of Environmental Conservation (DEC).

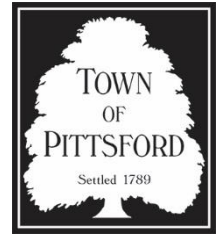
Submitted herewith are the proposed RIT/NYSP2I Research Agreement and Appendix A, Scope of Work, for the project entitled "Town of Pittsford, Energy Efficiency Measures in Town Owned and Operated Buildings."

Should you wish to enter into this agreement, I suggest the following resolution:

## **RESOLUTION**

I move the Town Board to adopt a resolution authorizing the Supervisor to enter into an agreement on behalf of the Town Board with RIT/NYSP2I for assessing energy efficiency in certain Town-owned and operated buildings, in accordance with the terms of the written agreement submitted herewith.

# MEMORANDUM



To: Town Board Members

From: Robert B. Koegel

Date: October 9, 2019

Regarding: Town/RIT Agreement for Energy Efficiency Assessment of Town Buildings

For Meeting On: October 16, 2019

The Town and the New York State Pollution Prevention Institute (NYSP2I) at the Rochester Institute of Technology (RIT) are interested in entering into an agreement under which NYSP2I would assess the cost and efficiency of energy consumption in up to three (3) selected Town-owned and operated buildings and report its findings.

The assessment would be done over a three-month period and have the estimated cost of \$14,169.00, all of which would be paid for by a grant to RIT from the Environmental Protection Fund administered by the NYS Department of Environmental Conservation (DEC).

Submitted herewith are the proposed RIT/NYSP2I Research Agreement and Appendix A, Scope of Work, for the project entitled "Town of Pittsford, Energy Efficiency Measures in Town Owned and Operated Buildings."

Should you wish to enter into this agreement, I suggest the following resolution:

## **RESOLUTION**

I move the Town Board to adopt a resolution authorizing the Supervisor to enter into an agreement on behalf of the Town Board with RIT/NYSP2I for assessing energy efficiency in certain Town-owned and operated buildings, in accordance with the terms of the written agreement submitted herewith.





**Rochester Institute of Technology**  
**New York State Pollution Prevention Institute**  
**Research Agreement**

This **AGREEMENT** is entered into as of September 18, 2019 (Effective Date) between Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, New York 14623-5604 (“RIT”) on behalf of the New York State Pollution Prevention Institute (NYSP2I), and Town of Pittsford, 11 South Main Street, Pittsford, New York 14534 (“COMPANY”).

COMPANY desires to have RIT undertake a particular project (“Project”) in accordance with the Scope of Work described in Appendix A (Scope of Work) dated September 18, 2019.

This Agreement is an agreement between the parties named above for the project entitled, *Energy Efficiency Measures in Town Owned and Operated Buildings*.

Therefore, the parties agree to the terms and conditions as follows:

1. **Scope of Work** – RIT will use its reasonable efforts to perform the Project described in Appendix A (Scope of Work). In performing the Scope of Work, RIT will assign qualified personnel and perform in accordance with the skill and diligence expected of an academic research organization with regard to services of a similar nature.
2. **Period of Performance** – This Agreement is valid from the Effective Date through November 29, 2019. This Agreement may be extended only by mutual written agreement of both parties.
3. **Fiscal Terms** –
  - a) The estimated cost of this *Energy Efficiency Measures in Town Owned and Operated Buildings* project is \$14,169. A grant to RIT from the New York State Department of Environmental Conservation (NYSDEC) will provide the full funding for this project. The actual cost may vary slightly depending on project specifics; however, in no event shall any funding for this project be required from the Town of Pittsford.
  - b) As part of the project described in Appendix A (Scope of Work), NYSP2I will collect baseline metrics which may include environmental, energy, economic, and job retention/growth data. As a requirement for funding under the grant, NYSP2I may contact COMPANY annually for up to three years following the end date of this project to collect follow up data related to the project. This data will be compared to the baseline data collected at the start of the project to measure and evaluate the effectiveness of the project. This information will be included in NYSP2I’s reporting to the New York Department of Environmental Conservation.
  - c) RIT will retain title to any and all equipment or supplies purchased with any funds used under this Agreement, or any other RIT funds, subject to any applicable state property requirements.
4. **Confidentiality** – If the Parties already have an executed non-disclosure agreement that governs the exchange of Confidential Information amongst them, then it is hereby incorporated herein. If the Parties do not have such a non-disclosure agreement, then either Party (Discloser) may disclose information to the other Party (Receiver) under this Agreement that it considers confidential (“Confidential Information”), which may include information that is proprietary or confidential to a third party development partner of COMPANY. Confidential Information is information that is not generally known to the public that has been identified in writing by the Discloser as being proprietary or confidential. Confidential Information disclosed in tangible form shall be clearly labeled by the Discloser as “Confidential.” If Confidential Information is disclosed in another nontangible form it will only be considered Confidential Information if, at the time of disclosure, Discloser identifies it as Confidential and reduces it to writing for the Receiver within ten (10) business days.

Confidential Information shall not include any information that: (i) is already in the possession of Receiver without the obligation of confidentiality; (ii) becomes publicly available through no fault of Receiver; (iii) is independently developed by Receiver without reliance on the Confidential Information of Discloser; (iv) is received without the obligation of confidentiality from a third party with no known duty of confidentiality to Discloser; or (v) is required to be disclosed by a government authority, including but not limited to, the Town of Pittsford's compliance with NYS Freedom of Information Law (FOIL) and the NYS Open Meetings law, or a court order, provided, however, that Receiver shall promptly notify Discloser of such request or order and shall cooperate with Discloser to limit the disclosure of Confidential Information hereunder, as applicable.

Receiver of Confidential Information will maintain the strict confidentiality of the Confidential Information with the same degree of care it uses to protect its own confidential information, and in all cases no less than reasonable care; and will not disclose Confidential Information to any third parties without the written approval of Discloser during the Project and for period of three years from project conclusion. Receiver will use reasonable care in the selection of individuals working on the research project and remind them of their obligations to protect the confidentiality of the Confidential Information. Receiver acquires no rights to manufacture, license, or otherwise to use or disclose the Confidential Information except as any expressly granted hereunder.

5. **Publication** – RIT will have the right to release information or to publish any material resulting from the Research, except COMPANY's Confidential Information while under the obligation of confidentiality. Nevertheless, RIT will furnish COMPANY with a copy of any proposed publication thirty (30) days in advance of the proposed publication date for review and protection of the potential patentability of any intellectual property described therein. COMPANY may request an additional thirty (30) days' delay. Such delay will not, however, be imposed on the filing of any student thesis or dissertation.
6. **Technical Reports** – RIT will furnish COMPANY reports and deliverables as noted in Appendix A and these are meant for COMPANY's internal use only. COMPANY may use the Report(s) externally if used in their entirety. Any other use of less than a complete version of the Report(s) is allowed only if the COMPANY first obtains the written permission of RIT.
7. **Notices** – Any notices given under this Agreement will be in writing and delivered by certified, or registered return receipt mail, postage prepaid, or by email or facsimile addressed to the parties as follows:

**ADMINISTRATIVE**

**For Company:**

Matthew J. O'Connor  
Town Councilman  
Town of Pittsford  
11 South Main Street  
Pittsford, New York 14534  
Telephone: 585-248-6221  
Fax: 585-248-6247

**For Rochester Institute of Technology:**

Kimberly Heck  
NYSP2I Business Manager  
Rochester Institute of Technology  
111 Lomb Memorial Drive  
Rochester, New York 14623-5608  
Telephone: 585-475-6235  
Fax: 585-475-5250

**TECHNICAL**

**For Company:**

Matthew J. O'Connor  
Town Councilman  
Town of Pittsford  
11 South Main Street  
Pittsford, New York 14534  
Telephone: 585-248-6221  
Fax: 585-248-6247  
E-mail: [mocconnor@townofpittsford.org](mailto:mocconnor@townofpittsford.org)

**For Rochester Institute of Technology:**

Martin Schooping  
Sr. Program Manager  
Rochester Institute of Technology  
111 Lomb Memorial Drive  
Rochester, New York 14623  
Telephone: 585-475-6759  
Fax: 585-475-6610  
E-mail: [mpsasp@rit.edu](mailto:mpsasp@rit.edu)

- 8. Publicity** – Neither party will use the name of the other in connection with any products, promotion, or advertising without the prior written permission of the other party.
- 9. Intellectual Property** - Intellectual Property shall include all data, software, copyrightable materials, working papers, processes, inventions and/or discoveries conceived and/or created in performance of the work funded under this contract and any resulting patents, divisions, continuations, or substitutions of such applications and all reissues. Intellectual property developed with funding from NYSP2I program is meant to advance the state of the art in pollution prevention for the benefit of the citizens of New York State. On this project, those who invented or created the intellectual property in performance of the work funded under this contract will own the intellectual property created. Notwithstanding this provision, for all copyrightable intellectual property created on this project that was funded, even if only in part with NYSP2I funding, (excluding software and scholarly publications), New York State and the NYSP2I shall have a fully paid up, perpetual, royalty-free, nonexclusive, and non-transferable license to use this intellectual property for noncommercial purposes, including teaching, training and research. For all other non-copyrightable intellectual property created on this project and that was funded, even if only in part with NYSP2I funding, NYSP2I shall have a fully paid up, perpetual, royalty-free, nonexclusive, and non-transferable license to use this intellectual property for noncommercial purposes, including teaching, training and research.

Furthermore, due to New York state requirements, the owner of intellectual property created in performance of the work funded under this contract will not charge any New York State company for the right to use such intellectual property. However, any inventions, discoveries, intellectual property, and/or copyrights created solely with this funding and arising within this project may be licensed to a New York State company, and if so, the requirement that there is no-charge to a NYS company any fees for the right to use the created intellectual property shall not apply to sublicensing or sales below the initial intellectual property owner to licensee transaction.

**10. No Warranty; Indemnification, Limitation of Liability** –

- a) NEITHER COMPANY NOR RIT MAKES ANY WARRANTY, EXPRESS, IMPLIED OR STATUTORY, AS TO ANY MATTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, THE DESIGN, USE, ORIGINALITY, INFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, OR ACCURACY OF THE PROJECT, OR ANY IDEA, INVENTION(S) OR PRODUCT(S), WHETHER TANGIBLE OR INTANGIBLE, CONCEIVED, DISCOVERED, TESTED, OR DEVELOPED UNDER OR IN CONNECTION WITH THIS AGREEMENT.
- b) COMPANY shall indemnify and hold RIT and its trustees, officers, and employees (Indemnitees) harmless from and against any claim, demand, liability, damage, loss, or expense (including reasonable attorneys' fees and expenses, whether incurred as the result of a third party claim or a claim to enforce this provision) incurred by or imposed upon any Indemnitee(s) in connection with any third party claims, suits, or judgments arising out of any theory of liability (including tort, warranty, strict liability, or other theory) and directly arising or resulting from this Agreement, including without limitation COMPANY's breach of any obligation hereunder, its performance of the research Project, and any use of the research Project or its findings.
- c) Likewise, RIT shall indemnify and hold COMPANY and its trustees, officers and employees (Indemnitees) harmless from and against any claim, demand, liability, damage, loss, or expense (including reasonable attorneys' fees and expenses, whether incurred as the result of a third party claim or a claim to enforce this provision) incurred by or imposed upon any Indemnitee(s) in connection with any third party claims, suits, or judgments arising out of any theory of liability (including tort, warranty, strict liability, or other theory) and directly arising or resulting from this Agreement, including without limitation RIT's breach of any obligation hereunder, its performance of the research Project.

- d) In no event will COMPANY or RIT be responsible or liable for any indirect, consequential, special or punitive damages by the other Party or any third party regardless of the nature of the claim therefore, and even if advised of the possibility of such loss or damage. Either Party's maximum liability to the other party related to this Agreement, including indemnification liability shall not exceed the amounts actually paid by COMPANY for the Research described in Appendix A.

**11. Export Control** – Both parties agree that no technology or technical data received under this agreement shall be exported or disclosed to any foreign national, firm or country, including foreign nationals employed by or associated with either party, without first complying with the requirements of the International Traffic in Arms Regulation (ITAR), the Export Administration Regulation (EAR), and all other applicable export control regulations of the United States of America, including obtaining an export license or technical assistance agreement, if applicable.

Prior to commencement of this Project, both parties agree to promptly inform the other in writing if they are aware of any EAR or ITAR classification of any technology or data that is disclosed to the other Party or to be used under this Agreement. If either Party learns of an export classification by the U.S. or another government during the term of this Research, they shall inform the other Party of such findings in writing promptly. At this time neither of the Parties contemplates any part of this Project to involve technology or technical data restricted by the export control regulations of the United States.

**12. RIT Policy on Sponsored Programs** – In addition to the terms and conditions set forth in this Agreement, all externally sponsored activities of RIT are conducted in accordance with its Oversight Policy, a campus-wide set of principles governing all publicly and privately sponsored projects at RIT. The RIT policy states that while confidentiality shall be maintained as specified in this Agreement, in all cases this Agreement's existence, the project name, sponsoring organization's name, funding amount, project duration, and identities of RIT project personnel shall be made available to the RIT Community. RIT faculty, staff, and students who are working on a sponsored program are informed of such sponsorship and any unique contractual requirements. The full Oversight Policy for Externally Sponsored Projects is available at <http://www.rit.edu/academicaffairs/policiesmanual/c010>

**13. Termination** – This Agreement may be terminated by either party at any time upon the receipt of thirty (30) days' written notice to the other party. All costs associated with termination shall be allowable including non-cancelable commitments incurred prior to receipt of termination notice and all expenses, which have not been reimbursed to RIT by COMPANY or NYS DEC.

**14. Miscellaneous** –

- a) **Force Majeure**-RIT will not be liable for any failure to perform as required by this Agreement, to the extent such failure to perform is caused by any reason beyond RIT's control, or by reason of any of the following occurrences: labor disturbances or disputes of any kind, accident, failure of any governmental approval required for full performance, civil disorder or commotion, act of aggression, terrorism or threat thereof, flood, fire, earthquake, act of God, explosion, shortage or failure of utilities, mechanical breakdown, material shortage, disease, or other similar occurrence.
- b) **Assignment** - Neither party will assign its rights or duties under this Agreement to another without the prior express written consent of the other party; provided, however, that COMPANY may assign this Agreement to a successor in ownership of all or substantially all its business assets who expressly in writing assumes COMPANY's obligations hereunder.
- c) **Independent Contractor** - RIT is an independent contractor and not an agent, joint venturer, or partner of COMPANY.
- d) **Entire Agreement** - This Agreement and its appendices contain the entire agreement between the parties.

- e) **Survival** - Sections 4-6, 8-12, and 14 will survive the expiration or termination of this Agreement for any reason.
- f) **Governing Law** - This Agreement will be governed and construed pursuant to the laws of the State of New York without regard to its conflicts of law principles.
- g) **Counterparts/Electronic Signature** - The parties agree this Agreement may be stored electronically and may be executed in counterparts, each of which will be deemed an original, and all of which constitute one and the same instrument. Each party will execute and promptly deliver to the other party a copy of this Agreement bearing an Original Signature. "Original Signature" in this context means a copy of an actual signature of a party that is reproduced or transmitted via email of a readable electronic file (PDF preferred), photocopy, facsimile, or other process of complete and accurate reproduction and transmission.

This Agreement has been accepted by the duly authorized representatives of the parties as of the dates written below who by signing warrant they are authorized to enter this Agreement on behalf of their organizations.

TOWN OF PITTSFORD

ROCHESTER INSTITUTE OF TECHNOLOGY

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_

Name: Randy Jones

Title: \_\_\_\_\_

Title: Assoc. Director of Finance & Administration

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# New York State Pollution Prevention Institute

**RIT** | Golisano Institute for  
**Sustainability**

*Appendix A*

*Scope of Work for:*

***Town of Pittsford***

## **Energy Efficiency Measures in Town Owned and Operated Buildings**

*September 18, 2019*

***Prepared for:***

Matthew J. O'Connor

Town Councilman

Town of Pittsford

11 South Main Street

Pittsford, NY 14534

**Phone:** (585) 248-6221

**Fax:** (585) 248-6247

**Email:** [moconnor@townofpittsford.org](mailto:moconnor@townofpittsford.org)

**Web:** [www.townofpittsford.org](http://www.townofpittsford.org)

***Prepared by:***

New York State Pollution Prevention Institute

Rochester Institute of Technology

111 Lomb Memorial Drive

Bldg. 78, Room 2000

Rochester, New York 14623-5608

**Phone:** (585) 475-2512

**Fax:** (585) 475-6610

**E-mail:** [NYSP21@rit.edu](mailto:NYSP21@rit.edu)

## **A. Executive Summary**

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The New York State Pollution Prevention Institute (NYSP2I) at Rochester Institute of Technology (RIT) proposes to assess the state of energy use in the Town of Pittsford's (Pittsford) municipal buildings and identify potential energy savings measures and approximate payback periods.

The proposed work includes a review of energy use and cost in Pittsford's municipal buildings, and high level building energy assessments of up to three of the town's buildings.

The deliverable for the project will include a final report describing NYSP2I's findings and potential options for energy efficiency measures (EEM). The total estimated cost of this project is \$14,169. A grant to RIT from the Environmental Protection Fund administered by the New York State Department of Environmental Conservation (NYSDEC) will provide the full funding for this project, subject to availability of funding. This project is expected to be completed in three (3) months.

## **B. Background**

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The Town of Pittsford, NY is a community of 29,000 residents (2010 Census) located in southwestern Monroe County approximately eight miles from the city of Rochester. Established in the early 1800s, Pittsford, a 2017 NYSERDA-designated "Clean Energy Community," continues to grow due to its reputation as one of the more attractive Rochester suburbs.

Pittsford has a long history of sustainability beginning with the 1996 adoption of its GreenPrint Plan. In 2017, Pittsford became a "Clean Energy Community" after implementing four high impact practices and in doing so won a \$50,000 NYSERDA grant to pursue two additional greenhouse emission reduction projects. The funds will be used to install a "level 2" electric vehicle charging station and a roof mounted solar array to power lodges at King's Bend Park. Working through the Genesee-Finger Lakes Regional Planning Council (GFLRPC), Pittsford requested assistance from NYSP2I in the assessment and identification of potential energy efficiency measures (EEM) in Pittsford owned and operated buildings.

## **C. Statement of Work**

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The objectives of this project are to provide high level evaluations of up to three Pittsford's town owned buildings' energy use and offer potential energy reduction options. To meet these objectives, the following tasks will be performed:

## **Task 1. Review Utility Bills**

### Task 1.1: Review Portfolio Manager Data

NYSP2I will review Pittsford's latest information in EPA's Portfolio Manager.

### Task 1.2: Review Utility Bills

NYSP2I will review Pittsford's utility bills for details about delivery and demand charges and interval data, if available.

Pittsford will support Task 1 by checking and correcting, if required, the Portfolio Manager data, providing access to their Portfolio Manager account, providing utility bills as requested, and informing NYSP2I about recent and planned facility changes that may affect energy use.

## **Task 2. Select High Opportunity Buildings**

Using utility data and Portfolio Manager information collected in Task 1, NYSP2I will select up to three of Pittsford's town owned and operated buildings for further investigation. Selected buildings will be those exhibiting high normalized energy consumption and relatively high energy costs.

## **Task 3. Perform High Level Building Energy Assessments**

NYSP2I will perform high level energy assessments of the buildings selected in Task 2. For each selected building, NYSP2I will review building details then perform a walkthrough as described below. The focus of this task is to identify energy use and cost reduction opportunities.

### Review Building Details

NYSP2I will meet with Pittsford's staff to compare each building's current vs. as-built condition and the energy use and building use profiles. This information will be used during the building walkthrough.

### Building Walkthrough

During the building walkthrough, NYSP2I will observe and/or measure conditions and metrics related to the following:

- Building Envelope – insulation, walls, roof, windows, doors, utility entrances, etc.
- Lighting – interior and exterior control schedules, lamp types, lighting levels, etc.
- Office Equipment
- Indoor Environmental Conditions
- HVAC – temperature set-points and schedules, chiller and boiler equipment condition and maintenance, equipment sizing, outdoor air reset, plumbing, air distribution, makeup air control, economizers, etc.
- Hot Water



- Building use schedule

#### **Task 4. Prepare and Deliver a Final Report**

NYSP2I will provide Pittsford a report summarizing and documenting the entire project. The report will be presented to Pittsford either in-person or via teleconference. The report will include:

- An overview of the project process
- A discussion of the discoveries
- Suggested Energy Efficiency Measures (EEM)
- An EEM payback estimate based on very general implementation cost and savings estimates

In support of this project, Town of Pittsford will be responsible for the following:

- Accommodate site visits as noted above
- Have a Building Manager or Engineer available during site visits
- Provide access to mechanical equipment, and air distribution systems
- Provide access to roof, ceiling and attic spaces, as needed
- Provide and correct required information in a timely fashion as indicated in Task 1

## **D. Project Deliverables**

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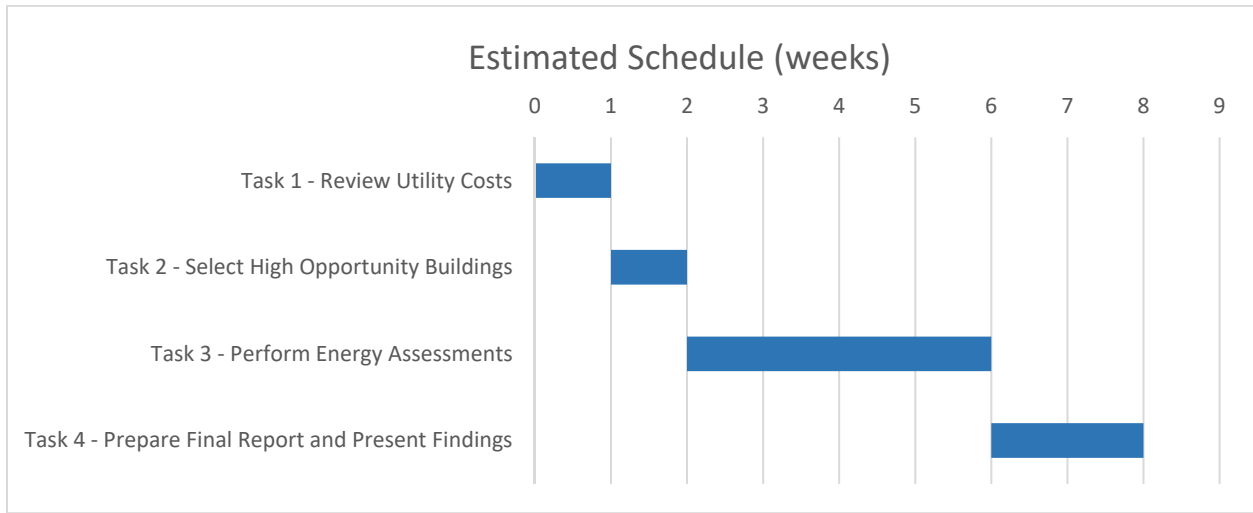
A final report, as described in Task 4 of Section C, will be provided to Pittsford. The final report is intended for Pittsford's internal use. If Pittsford chooses to use the report externally, the report must be used in its entirety. Any external use of less than a complete version of the report is allowed only if Pittsford first obtains written permission from RIT.

## **E. Project Schedule**

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The anticipated time to complete this project is approximately three (3) months from project initiation. However, the total duration of the project is dependent upon receipt of information from Pittsford and scheduling of site visits in a timely manner. The projected schedule is provided below:

### Tentative Project Timeline



## F. Additional Information

**Publication** – NYSP2I may summarize the non-proprietary results of the project in a case study or other publication which may be published on the NYSP2I website and/or other media. This is meant to encourage other companies to adopt identified best practices and further advance the benefits of the NYSP2I initiative. Pittsford will be provided the opportunity to review the case study prior to release as per the Agreement.

**Metrics Collection** – As part of the project, NYSP2I will collect baseline metrics, which may include environmental, energy, economic, and job retention/growth data. As a requirement for funding under the grant, NYSP2I may contact Pittsford annually for up to three (3) years following the end date of this project to collect follow up data related to the project. This data will be compared to the baseline data collected at the start of the project to measure and evaluate the effectiveness of the project. This information will be included in NYSP2I’s reporting to the New York Department of Environmental Conservation.

## G. Cost

The estimated cost for NYSP2I to conduct its work for this project as described herein is \$14,169. A grant to NYSP2I from the New York State Department of Environmental Conservation

(NYSDEC) will provide the full amount, subject to availability of funding. It should be noted that the project cost does not include any additional work to be undertaken as follow-on projects for any work outside of the scope of work as defined herein.

This project with Pittsford, as outlined in this document, will begin with a fully executed Agreement (to be prepared by RIT).

## **H. Project Team & Biographies**

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For all of its projects, NYSP2I uses the fullest combination of its industrial experience, equipment and technology resources and the expertise of in-house professional staff that may be augmented by NYSP2I partner university faculty or contracted field experts. For this project, team members will include:

- Kim Bawden Pollution Prevention Engineer, NYSP2I
- Allen Luccitti Senior Staff Engineer, CIMS
- Martin Schooping Senior Project Manager, NYSP2I

### **Kim Bawden**

Kim Bawden is a Staff Engineer at the NYS Pollution Prevention Institute at RIT, where her primary role is to provide technical assistance to industry. Ms. Bawden supports manufacturers throughout the supply chain by assessing manufacturing processes for improvement opportunities, performing material & energy balances for baseline metric quantification, researching and identifying environmentally preferable & cost-effective alternatives, and by assisting companies in meeting sustainability certifications/scorecards.

Ms. Bawden brings eight years of industry experience working in various manufacturing engineering capacities for Harris RF Communications and Microwave Data Systems, where her focus areas included support for ISO9001 Certification, new product development facilitation into manufacturing, design for manufacturability, and supervision of receiving and in-process inspections, as well as documentation control.

Ms. Bawden earned an M.S. in Sustainable Systems from RIT's Golisano Institute for Sustainability. Her thesis research included a life cycle assessment (LCA) of the built environment, focusing on energy consumption and carbon emissions impacts. Ms. Bawden also holds a B.S. degree in Industrial Engineering and a M.E. in Engineering Management, both from

RIT. She is also a certified LEED Green Associate (GA) and Life Cycle Assessment Certified Professional (LCACP).

### **Allen Luccitti**

Allen Luccitti is a Senior Staff Engineer at the Center for Integrated Manufacturing Studies at RIT, where his engineering skills are a valued resource for several research centers and sustainability projects. He is a member of the GIS Life Cycle Assessment team, assisting with ISO 14040 compliant LCA's and is a key resource for New York State Pollution Prevention Institute's (NYSP2I) Green Technology Acceleration Center and Sustainable Supply Chain and Technology Programs. Mr. Luccitti's work at RIT has also included application of health monitoring hardware/software on various military and commercial vehicles, and analyzing data collected from the health monitoring systems.

Previously Mr. Luccitti worked for QED Technologies as a Manufacturing Engineer, where he was responsible for providing support on continuous improvement projects, including design, prototype build and testing of sub system components for optics polishing equipment. Other responsibilities included writing technical manuals for new products, creating detailed drawings and processing engineering changes. Mr. Luccitti holds a B.S./M.E. in Mechanical Engineering from RIT.

### **Martin Schooping**

Marty Schooping is a Sr. Project Manager at NYSP2I with a diverse background in many areas of engineering and design including automated manufacturing, product development, design for six sigma, data analysis, Finite Element Analysis, energy efficiency, measurement, verification and noise and vibration control engineering. Mr. Schooping spent the first 11 years of his 34 year career designing automation equipment and tooling for automotive, business machines and medical clients. The next 17 years were spent as a consultant in new product development. He has contributed to products ranging from nano-technology bio sensors to multi-ton automated laundry products including such diverse products as medical oxygen concentrators and boat hulls.

He has been with RIT and NYSP2I conducting research projects in alternative energy, energy efficiency, technical assistance and industrial programs since 2008. He was instrumental in developing and instructing a training class in energy cost reductions for building and facility managers of small to medium sized industrial buildings. He has also provided instruction in the ISO 50001 Energy Management System. Schooping holds an associate's degree in Mechanical

Engineering Technology from Erie Community College and is currently pursuing a B.S. degree in Electrical Engineering Technology at RIT. Mr. Schooping holds several patents relating to product designs and innovations.

### **Co-op, Graduate and Part-time Students**

Students studying engineering, information technology, imaging science and other disciplines at RIT are employed by NYSP2I, bringing fresh perspectives, ideas and enthusiasm to our team. RIT is one of the nation's top comprehensive universities and sets the national standard for career-oriented education. RIT's extensive experience and resources prepare students to make valuable and immediate contributions to NYSP2I project activity.

## I. Organization

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### New York State Pollution Prevention Institute

The New York State Pollution Prevention Institute (NYSP2I) is led by Rochester Institute of Technology (RIT) and is a partnership between RIT, Clarkson University, Rensselaer Polytechnic Institute, Cornell University, SUNY Binghamton and the NYS Manufacturing Extension Partnership Centers.

The mission of NYSP2I is to make New York State more sustainable for workers, the public, the environment, and the economy through:

- reductions in toxic chemical use
- the efficient use of raw materials, energy and water
- reductions in emissions to the environment and waste generation

NYSP2I is an integrated program of several major elements:

- technology research, development and diffusion
- outreach
- professional training
- a community grants program
- academic educational programs



## **Golisano Institute for Sustainability (GIS)**

For over 25 years, the Golisano Institute for Sustainability (GIS) has been dedicated to the economic imperative of sustainability and the global competitiveness of the manufacturing sector. Located on the campus of Rochester Institute of Technology, GIS is a leading industrial sustainability research, development, and technology deployment organization.

GIS consists of a diverse set of academic programs, applied research centers, sponsored programs, and initiatives that focus on industrial collaboration to deploy new technologies for more efficient and sustainable products and processes. All of our research programs are led by a multidisciplinary team of faculty and professional research staff who collaborate with external organizations locally, nationally and internationally to create implementable solutions to complex sustainability problems.

Our approach to sustainability is grounded in the scope and practicality of real-world manufacturing problems. We have partnered with hundreds of business and government sponsors to solve complex technical problems facing manufacturing. Our expertise in pollution prevention, design for product life, remanufacturing, product and process efficiency, material and process innovation, and smart products and systems combined with our state-of-the-art facilities create competitive advantages for companies both large and small.

With over 100 full-time engineers, technicians, research faculty, and sponsored students; approximately 225,000 square feet of state-of-the-art facilities, equipment, testbeds; and multiple interdisciplinary research centers – GIS brings the right mix of talent, experience, and capabilities to every project.

## **Rochester Institute of Technology (RIT)**

As one of the world's leading technology education and research institutions, RIT is a vibrant, connected community that is home to diverse, ambitious, and creative students from more than 100 countries. The university offers a wide array of academic programs; a diverse, committed, and accessible faculty; sophisticated facilities; and a strong emphasis on experiential learning. With a significant number of its graduates working in all sectors of manufacturing, RIT has developed particular academic expertise in such areas of concern to industry as engineering, sustainability, computer science, packaging, biotechnology, quality and applied statistics, business and finance, and imaging science.

# MEMORANDUM

**To:** Town Board

**From:** Greg Duane

**Date:** October 7, 2019

**Regarding:** Surplus Inventory

**For Meeting On:** October 15, 2019



**Be it Resolved, that the following list of equipment be declared surplus/junk and be removed from the Town's Inventory:**

<u>Asset #</u>	<u>Year</u>	<u>Description</u>	<u>Department</u>	<u>Cost</u>	<u>Disposition</u>
13934	2002	Circulator Fan	Hwy	\$391.85	Junk
16395	2007	Chain Saw	Hwy	\$471.95	Junk
17172	2011	Level & Case	Hwy	\$154.36	Junk
17507	2013	Ford F-350 Dump Truck	Hwy	\$22,330.30	Auction
17914	2015	Radar Sign	Hwy	\$2,800.00	Junk

**\$26,148.46**



9/26/19

## **Budget Transfers**

**Be it resolved that the following budget transfers are approved:**

That \$4,000.00 be transferred from 1.8540-2005.2.4 (Drainage – Capital Improvement) to 1.8540.4400.2.4 (Drainage – Contractual Services) to cover the expense associated with the Monroe County Stormwater Coalition.

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
ABVI - GOODWILL	JRH	144014	3907	SENIOR DISHWASHER DETERGENT	113.37
				VENDOR TOTAL	113.37
ACTION TELEPHONE EXCHANGE	PJS	143850	198009172019	AFTER HOURS ANSWERING SERVICE - SEPT 201	156.03
				VENDOR TOTAL	156.03
ADAMS BELL ADAMS, PC	GJD	143888	32311	ASSESSMENT ATTY: HEATHER HGTS	210.00
	GJD	143888	32312	ASSESSMENT ATTY: GIANNINY PROPERTY	180.00
	GJD	143888	32313	ASSESSMENT ATTY: BUCKINGHAM/OAK HILL	240.00
	GJD	143888	32314	ASSESSMENT ATTY: CNB	180.00
	GJD	143888	32315	ASSESSMENT ATTY: NORTHFIELD COMMONS	210.00
				VENDOR TOTAL	1,020.00
ADMAR SUPPLY COMPANY, INC	JRH	143816	1998223	FOOD TRUCK/MUSIC FEST - GENERATOR	680.00
	PJS	143991	1996019-0002	RENTAL SHOVEL ARLINGTON DR	2,210.00
	PJS	143951	1999319-0001	JUMPING JACK	2,567.00
	PJS	144128	1999858-0001	TAMPER PARTS	119.71
				VENDOR TOTAL	5,576.71
ALTRA RENTAL & SUPPLY, INC	PJS	143997	1909403	CUTOFF SAW	1,729.98
				VENDOR TOTAL	1,729.98
AMERICAN EQUIPMENT LLC	PJS	143792	55129-02	EXCAVATOR RENTAL	4,050.00
	PJS	143866	55129-03	EXCAVATOR RENTAL	4,050.00
				VENDOR TOTAL	8,100.00
ANIMAL HOSPITAL OF	GJD	143776	258417	BOARDING AND VET FEES FOR AUGUST 2019	215.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	215.00
ARLENE'S COSTUMES	JRH	143778	305W	HALLOWEEN FEST COSTUMES	174.00
				VENDOR TOTAL	174.00
AVILA - SMITH	GJD	143887	20190716	ITERPRETER SERVICES: JULY - SEPT	300.00
				VENDOR TOTAL	300.00
BAND PARTS PLUS	PJS	144111	746644	PARTS	12.02
				VENDOR TOTAL	12.02
BANSAL	JRH	143895	2019/09/BOLLY	BOLLY X INSTRUCTOR PAYMENT	105.00
				VENDOR TOTAL	105.00
BEEMAN	JRH	143873	2019/09/STEAM	S.T.E.A.M. & SCIENCE INSTRUCTOR PAYMENT	173.25
				VENDOR TOTAL	173.25
BERNARD	GJD	144072	2019-10	EXPENSE REIMBURSEMENT	102.54
				VENDOR TOTAL	102.54
BLOCH	JRH	143774	2019/2/PAYMENT	JV TENNIS CAMP INSTRUCTOR PAYMENT	87.50
				VENDOR TOTAL	87.50
BRANCATO	AB	144135	2019/10/TRAVEL	SENIORS ARM CHAIR TRAVEL 101	80.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>80.00</b>
BRIGHTON MOWER SERV., INC	PJS	144053	81603	MOWER BELT	73.95
				<b>VENDOR TOTAL</b>	<b>73.95</b>
BYRNE	JRH	143869	2019/09/SOAP	MAKING SOAP INSTRUCTOR PAYMENT	42.00
				<b>VENDOR TOTAL</b>	<b>42.00</b>
CALEDONIA DIESEL LLC	PJS	144114	W47395	BRAKE CHAMBERS #451	1,233.81
				<b>VENDOR TOTAL</b>	<b>1,233.81</b>
CASELLA WASTE MANAGEMENT OF N.Y., INC.	PJS	143807	143838	HIGHWAY 30 YD	89.25
	PJS	143807	143837	HIGHWAY 6 YD	243.72
	PJS	143807	143839	SCC	211.86
	PJS	143807	143836	PARKS	243.74
	PJS	143807	143840	KINGS BEND PARK	166.25
	PJS	143807	143841	LIBRARY	669.08
	PJS	143807	143842	5611 PALMYRA RD	71.25
	PJS	143807	143843	LATE FEE	4.37
				<b>VENDOR TOTAL</b>	<b>1,699.52</b>
CASTLE BRANCH INC	GJD	143901	0718841-IN	PRE-EMPLOYMENT SCREENING	473.00
				<b>VENDOR TOTAL</b>	<b>473.00</b>
CATALOG AND COMMERCE SOLUTIONS, LLC	JB	144021	2068	WEBSITE MANAGEMENT/SUPPORT - 4TH QUARTER	1,500.00
				<b>VENDOR TOTAL</b>	<b>1,500.00</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER		DESCRIPTION	AMOUNT
		NO	INV #		
CDW GOVERNMENT INC.	JB	143941	TZM6531	ADOBE ACROBAT PRO DC 2017 - LICENSE 1 US	359.00
				VENDOR TOTAL	359.00
CHASE CARD SERVICES	GJD	144061	1448684	OFFICE SUPPLIES	8.29
				VENDOR TOTAL	8.29
CIARICO	PJS	143861	093019	MILEAGE REIMBURSEMENT	262.74
				VENDOR TOTAL	262.74
CLOVER PHYSICAL THERAPY, P.C.	JRH	143777	2019/09/PT	SENIORS BALANCE CLASS SEPTEMBER '19	25.00
				VENDOR TOTAL	25.00
COLONY HARDWARE CORP.	PJS	143956	040508-1909	FIRST AID SUPPLIES	119.68
	PJS	143921	043925-1909	TARP STRAPS, DRILL BITS, MISC HARDWARE	191.22
	PJS	144058	061864-1910	SCREW PIN SHACKLE	33.43
				VENDOR TOTAL	344.33
CONSTELLATION NEW ENERGY, INC.	PJS	144074	15809810201	625 MARSH ROAD	15.62
	PJS	144074	15809813301	631 MARSH ROAD	66.51
	PJS	144074	15809788501	KINGS BEND PARK	8.43
	PJS	144074	15809791901	KINGS BEND PARK	89.56
	PJS	144074	15817315701	THORNELL PARK	367.97
	PJS	144074	15817315601	PARKS	92.12
	PJS	144076	15809815301	529 MARSH ROAD	41.77
	PJS	144076	15818637101	PITTSFORD MANOR LANE	68.91
	PJS	144076	15817315501	REITZ PARKWAY	99.06
	PJS	144076	15809788101	3950 EAST AVE	0.00
	PJS	144076	15818644401	295 FAIRPORT RD PS	0.00
	PJS	144076	15799776401	DOWNING DRIVE	1.12

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
					VENDOR TOTAL 851.07
COOK BROTHERS TRUCK PARTS	PJS	143847	978848	BRAKE CHAMBERS #452	341.50
	PJS	143910	977195	BRAKE CHAMBERS	82.62
	PJS	143910	977061	BRAKE CHAMBERS	70.08
					VENDOR TOTAL 494.20
COOLEY GROUP, INC.	JRH	144019	626765	LASER REFUND CHECKS REC	300.74
					VENDOR TOTAL 300.74
CREIGHTON SELF-DEFENSE INC	JRH	143880	2019/09/MA	MARTIAL ARTS INSTRUCTOR PAYMENT	2,858.18
					VENDOR TOTAL 2,858.18
CROSMAN SEED CORP	PJS	143927	8646	GRASS SEED DOG PARK	516.00
	PJS	143799	8626	GRASS SEED	949.00
	PJS	143858	8651	WILDFLOWER SEED DOG PARK	323.75
	PJS	143853	8618	GRASS SEED	949.00
	PJS	144107	8686	GRASS SEED	395.00
					VENDOR TOTAL 3,132.75
CROSSROADS HIGHWAY SUPPLY	PJS	143994	19637	ROADSIDE DELINEATORS	280.00
					VENDOR TOTAL 280.00
D.J.M. EQUIPMENT, INC. BOBCAT OF THE FINGER LAKE	PJS	143798	01-112764	9" AUGER BIT	359.00
	PJS	143862	01-113194	BOBCAT FILTER	67.16
					VENDOR TOTAL 426.16

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
DANESI	AB	144106	0000568	ARCBABYSITTING TRAINING & SAFETY FIRST 1	941.50
				<b>VENDOR TOTAL</b>	<b>941.50</b>
DEBBIE SUPPLY INC	PJS	143924	636088	FASTENERS	6.58
	PJS	144060	638423	FERNCO FITTINGS	37.45
	PJS	143987	638239	PROPANE TANKS, ROSEBUD	27.72
	PJS	144006	638336	PIPE	22.85
	PJS	144006	638329	RAKES, POST HOLE DIGGER	13.52
	PJS	144129	638415	PIPE #412	5.11
	PJS	143909	638074	SHOVELS FOR THE DOG PARK	115.16
	PJS	143909	638075	SHOVELS FOR THE DOG PARK	28.79
				<b>VENDOR TOTAL</b>	<b>257.18</b>
DEL 3750 MONROE AVENUE ASSOCIATES LLC	GJD	143890	PITTS-COUR: 11/19	COURT RENT: NOV 2019	8,952.45
				<b>VENDOR TOTAL</b>	<b>8,952.45</b>
DIG SAFELY NEW YORK	PJS	143931	19090700	MONTHLY DIG SAFELY CALLS	79.90
				<b>VENDOR TOTAL</b>	<b>79.90</b>
DIMARTINO	PHD	143790	19083005	MISSED INVOICE FROM AUG PAYMENTS	47.50
				<b>VENDOR TOTAL</b>	<b>47.50</b>
DIVAL SAFETY EQUIP., INC	PJS	144068	2663779	BOOT COVERS	68.21
				<b>VENDOR TOTAL</b>	<b>68.21</b>
DLT SOLUTIONS LLC	PJS	144020	4796843	ANNUAL AUTO CAD RENEWAL - ROB'S	1,013.18

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	1,013.18
DOG ON IT PARKS	PJS	143854	14086	DOG PARK PLAY STRUCTURES	4,221.84
				VENDOR TOTAL	4,221.84
DOLOMITE PRODUCTS CO INC	PJS	144079	913654	CR1- DOG PARK	110.90
	PJS	144079	913813	CR1 - DOG PARK	89.20
	PJS	143789	910062	CR-1	282.40
	PJS	143789	911640	CR-1	95.50
				VENDOR TOTAL	578.00
DOWARD	JRH	143878	2019/09/HORSE	HORSE FRIEND INSTRUCTOR PAYMENT	364.00
				VENDOR TOTAL	364.00
DOYLE SECURITY SYSTEMS	PJS	143781	860236	PANIC BUTTONS LIBRARY	442.00
	PJS	143796	860122	PANIC BUTTON REPAIR / LIBRARY	184.65
				VENDOR TOTAL	626.65
DROMGOOLE	PHD	143954	100119	QUARTERLY MILEAGE EXPENSES	39.57
				VENDOR TOTAL	39.57
DUKE COMPANY	PJS	143952	001421678	RENTAL SAW AND CHALK FOR DOG PARK	90.00
	PJS	143952	001421509	RENTAL SAW AND CHALK FOR DOG PARK	176.20
	PJS	144122	001422902	SANDBAGS FOR ARLINGTON	74.00
				VENDOR TOTAL	340.20
EDP, KGS, LLC	JRH	143913	2019/09/SHOTSYTH	SOCCER SHOTS FOR YTH INSTRUCTOR PAYMENT	2,058.00



ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	2,058.00
EMPIRE TENNIS, LLC	AB	143882	2019/09/INDOORTENNIS	INDOOR/OUTDOOR TENNIS INSTRUCTOR PAYMENT	252.00
				VENDOR TOTAL	252.00
ENVIRONMENTAL PRODUCTS & ACCESSORIES, LLC	PJS	143806	242060	CAM LOCK PART FOR FLUSH TRUCK	41.83
				VENDOR TOTAL	41.83
EVEVSKY	JRH	144011	4772	SENIORS TAI CHI FOR ARTHRITIS SEPTEMBER	262.50
				VENDOR TOTAL	262.50
EXODUS EXTERMINATING INC	PJS	144063	195954	SPRAY FOR YELLOW JACKETS - THORNELL PARK	195.00
				VENDOR TOTAL	195.00
FAIRPORT CHILDREN'S THEATER	JRH	143936	2019/09/THEATRE	JR THEATRE INSTRUCTOR PAYMENT	4,558.40
				VENDOR TOTAL	4,558.40
FEDEX	GJD	143821	6-745-05908	OVERNIGHT DELIVERY - RUSH INSURANCE PAYM	42.35
				VENDOR TOTAL	42.35
FISH WINDOW CLEANING	PJS	143935	2875-111571	LIBRARY WINDOW CLEANING	795.00
				VENDOR TOTAL	795.00
FLEMING	GJD	143815	09/26/2019	MVP SUMMIT AWARD	130.03

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>130.03</b>
FM OFFICE PRODUCTS	AB	144112	1614476-0	RECREATION OFFICE SUPPLIES - HP INC CART	393.98
	JRH	144023	1614003	RECREATION OFFICE SUPPLIES - COAT HOOK	7.94
	JRH	144028	1612837-1	REST OF 8OZ CUPS AFTER SCHOOL SUPPLIES	66.57
	JRH	144028	1612837-0	PAPER CUPS, 8OZ AFTER SCHOOL SUPPLIES	133.14
	JRH	143779	1611032-0	OFFICE SUPPLIES	24.64
				<b>VENDOR TOTAL</b>	<b>626.27</b>
FOAM DART NATION LLC	AB	144124	1320	NERF BIRTHDAY PARTY 10/05/2019	165.00
	JRH	143820	1315	NERF BIRTHDAY PARTY 9/21/2019	165.00
			<b>VENDOR TOTAL</b>	<b>330.00</b>	
FROMBERGER	PJS	144069	1072019	EXPENSE REIMBURSEMENT FOR QTR 3 - MILEAG	571.14
				<b>VENDOR TOTAL</b>	<b>571.14</b>
FRONTIER COMMUNICATIONS	PHD	143865	092219	SEPTEMBER 2019 PHONE BILL	30.15
	PJS	144066	5852486435052517-6	HWY EMISSIONS	29.22
	PJS	144066	5852486247052517-6	DPW FAX	29.59
	JRH	143932	100119	RECREATION PHONE SERVICES SEPTEMBER '19	29.38
	JRH	144003	20191003	SENIOR PHONE SERVICE 9-22-19-10/16/19	29.15
	PJS	144105	585-218-9325-061517-6	PUMP STATIONS PHONE LINES	30.24
	PJS	144109	585-586-4739-052517-6	SCC ELEVATOR	68.05
	PJS	144109	585-248-6205-052517-6	HIGHWAY	29.15
	PJS	144109	585-248-2520-052517-6	PARKS	29.15
	PJS	144109	585-198-6080-060617-6	COURT	37.42
	PJS	144130	585-248-6202-052517-6	FIRE & SECURITY PHONE LINES	491.08
	PJS	144120	585-248-3897-052517-6	FIRE & SECURITY PHONE LINES	29.62
	GJD	144070	585-100-2618-050219-6: 10/19	MONTHLY PHONE PYMT: OCT 2019	2,380.78
				<b>VENDOR TOTAL</b>	<b>3,242.98</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
FUN EXPRESS LLC	JRH	144022	698347023-01	HALLOWEEN PROGRAM SUPPLIES - ORNAMENTS	90.47
	AB	144078	698370292-01	BREAK CAMP PROGRAM SUPPLIES	97.48
				<b>VENDOR TOTAL</b>	<b>187.95</b>
GENERAL WELDING AND FABRICATION	PJS	143845	28214	FUEL TANK, PUMP, HOSE NOZZLE BEACON AND L	1,999.37
	PJS	143948	28229	BACK RACK #402	459.87
	PJS	144108	28313	HITCH COLLAR	45.87
			<b>VENDOR TOTAL</b>	<b>2,505.11</b>	
GEORGE NEWSOME'S TREE CARE	PJS	143989	10012019	EAST AVE TREE REMOVAL KILBOURNE TO TOWN	17,000.00
				<b>VENDOR TOTAL</b>	<b>17,000.00</b>
GILL	JRH	143773	2019/9/ZUMBA	SENIORS ZUMBA SEPTEMBER	150.00
				<b>VENDOR TOTAL</b>	<b>150.00</b>
GOTTA III	JRH	144013	GC190902	SENIORS SQUARE DANCE SEPTEMBER '19	100.00
				<b>VENDOR TOTAL</b>	<b>100.00</b>
GRIFFITH ENERGY	PJS	143848	809323	162 CHIP	326.30
	PJS	143848	809357	140 CHIP	286.19
	PJS	143848	809282	100 BULK	198.42
	PJS	143848	809324	360 BULK	725.11
	PJS	143848	809358	106 BULK	216.69
	PJS	143848	704089	154 BULK	314.81
	PJS	143848	809281	100 CHIP	198.42
	PJS	144121	809413	FUEL FOR HWY CHIPPER	349.68
	PJS	144127	809390	FUEL FOR HWY CHIPPER	255.08
				<b>VENDOR TOTAL</b>	<b>2,870.70</b>

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
GRIZZLY GRAPHICS OUTFITTERS INC.	JRH	144027	6820	PROGRAM STAFF SHIRTS	976.50
				VENDOR TOTAL	976.50
HADLOCK PAINT CO. INC.	PJS	143793	P0090985	STAIN FOR KINGS BEND PARK	52.72
	PJS	143857	P0091288	COLORANT	56.00
				VENDOR TOTAL	108.72
HANSON	JRH	143916	2019/09/BALLET	PITTSFORD BALLET INSTRUCTOR PAYMENT - HA	3,468.24
	JRH	143775	2019/2/PAYMENT/BALLET	BALLET INSTRUCTOR PAYMENT	107.80
				VENDOR TOTAL	3,576.04
HANSON AGGREGATES NEW YORK LLC	PJS	143958	3605115	MILLINGS	344.22
	PJS	143958	3607292	MILLINGS	448.81
	PJS	143958	3606181	MILLINGS	440.75
	PJS	143958	3602972	MILLINGS	504.55
				VENDOR TOTAL	1,738.33
HARDICK	JRH	143812	2019OCT20	BALLOON DECOR	800.00
	JRH	143812	2019OCT20DJ	DJ SERVICES	325.00
				VENDOR TOTAL	1,125.00
HASTINGS	JRH	144018	2019/10/HAYWAGON	HALLOWEEN FEST- WAGON RIDE AND STRAW BA	450.00
				VENDOR TOTAL	450.00
HAWK COLLISION & FRAME	PJS	144034	122780	INSPECTION 335-2	20.00
	PJS	143993	122774	INSPECTION	20.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>40.00</b>
HAWRYSCHUK	JRH	143886	2019/09/SATPREP	SAT PREP INSTRUCTOR PAYMENT	315.00
				<b>VENDOR TOTAL</b>	<b>315.00</b>
HERZOG	JRH	143817	81	SENIORS LINE DANCE SEPTEMBER '19 HERZOG	280.00
				<b>VENDOR TOTAL</b>	<b>280.00</b>
HILLYARD, INC.	PJS	143964	603603293	CLEANING SUPPLIES - ALL BUILDINGS	383.49
	PJS	143783	603568442	TRASH LINERS	692.10
	PJS	143785	603562492	GYM FLOOR FINISH SCC	2,535.10
	PJS	143785	CR800436894	CREDIT FOR RETURNED FINISH	-1,014.04
	PJS	143784	603583924	MOP HEADS	12.96
	PJS	143786	603592701	CLEANING AND PAPER SUPPLIES ALL BUILDING	1,131.13
				<b>VENDOR TOTAL</b>	<b>3,740.74</b>
HOME DEPOT	PJS	143919	3972649	LED WORKLIGHT	109.00
	PJS	143920	3010089	MISC HARDWARE	78.17
	PJS	143943	9613641	STAKES, CHICKEN WIRE, TREE WIRE DOG PARK	187.62
	PJS	143843	7252924	TOOL BOXES	339.00
	PJS	144051	6012777	4X4'S	33.08
	PJS	144029	101200	DOG PARK STUFF	158.50
	PJS	144005	8510608	GAS CAN, RAGS	47.93
	PJS	143782	0084171	BEE SPRAY	21.35
	PJS	143863	3011649	PLYWOOD	96.84
	PJS	143867	4011546	ROUTER, SHOP SUPPLIES, DOG PARK STUFF	256.62
	PJS	143800	0611736	POWER STRIP AND SHELVING	82.04
	PJS	143803	0083601	LUMBER FOR DOG PARK	154.85
				<b>VENDOR TOTAL</b>	<b>1,565.00</b>
HYNES CONCRETE CONTRACTOR INCORPORATED	PJS	144126	S15295	GUTTERS SHIRE OAKS	51,092.09

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	51,092.09
IRON MOUNTAIN, INC	LMD	144115	BYZM030	RECORD RETENTION 10/01/2019-10/31/2019	521.10
				VENDOR TOTAL	521.10
J. C. SMITH, INC.	PJS	143950	1428854	2 PALLETS CONCRETE	207.06
	PJS	143950	1429167	2 PALLETS CONCRETE	207.06
				VENDOR TOTAL	414.12
JABS	JRH	144025	2019/10/JABSEXP	EXPENSE REIMBURSEMENT - JABS	12.96
				VENDOR TOTAL	12.96
JAVA FARM SUPPLY, INC.	PJS	143990	1819049	MUFFLER	408.03
				VENDOR TOTAL	408.03
JESSIE HOLLENBECK - PETTY CASH	AB	144136	2019/10/AFTERSCHOOL	AFTERSCHOOL PROGRAM SUPPLIES	37.73
	JRH	143999	2019/10/PARTIES	BIRTHDAY PARTIES PROGRAM SUPPLIES	20.00
				VENDOR TOTAL	57.73
JOE JOHNSON EQUIPMENT INC	PJS	143794	P31382	PART FOR FLUSH TRUCK	1,160.76
				VENDOR TOTAL	1,160.76
JOHN CLIFFORD SALES	PJS	143946	643	#420 TIRES	945.00
				VENDOR TOTAL	945.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
JONES	JRH	144012	2019/09/ZUMBAGOLD	SENIORS ZUMBA GOLD SEPTEMBER '19	35.00
				<b>VENDOR TOTAL</b>	<b>35.00</b>
LABARR	JRH	143900	2019/09/SAT	SAT PREP INSTRUCTOR PAYMENT - LABARR	315.00
				<b>VENDOR TOTAL</b>	<b>315.00</b>
LAKELANDS CONCRETE PRODUCTS, INC.	PJS	143912	38953	CATCHBASINS ARLINGTON	1,281.00
				<b>VENDOR TOTAL</b>	<b>1,281.00</b>
LONG	GJD	143884	2019-10	EXPENSE REIMBURSEMENT	124.70
				<b>VENDOR TOTAL</b>	<b>124.70</b>
LOWES CREDIT SERVICES	PJS	143934	02640	WINDOW MOLDING	108.32
	PJS	144058	02061	MASONRY ANCHORS	63.70
				<b>VENDOR TOTAL</b>	<b>172.02</b>
LYKE	JRH	143896	2019/09/HAND	PLAY OF THE HAND INSTRUCTOR PAYMENT	1,617.00
				<b>VENDOR TOTAL</b>	<b>1,617.00</b>
M R B GROUP	GJD	144097	31797	ENG REVIEW: BRIDLERIDGE SECT I	2,880.00
	GJD	144097	32263	ENG REVIEW: BRIDLERIDGE SECT I	480.00
	GJD	144097	32265	ENG REVIEW: 900 LINDEN AVE	406.96
				<b>VENDOR TOTAL</b>	<b>3,766.96</b>
MAD SCIENCE OF WESTERN NEW YORK	JRH	143897	2019/09/MADSCIENCE	JUNIOR SCIENTIST INSTRUCTOR PAYMENT	220.50

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	220.50
MAGGIO	JRH	143915	2019/09/SELFDEFENSE	SELF DEFENSE INSTRUCTOR PAYMENT - MAGGIO	122.43
				VENDOR TOTAL	122.43
MAGLIATO	JRH	143892	2019/09/WIGGLES	WIGGLES & GIGGLES INSTRUCTOR PAYMENT	289.80
				VENDOR TOTAL	289.80
MAYNARD'S ELECTRIC SUPPLY	PJS	144065	4018303	ELECTRICAL SUPPLIES	39.00
	PJS	144065	4023399	ELECTRICAL SUPPLIES	266.85
				VENDOR TOTAL	305.85
MCCLAIN ASSOCIATES, INC	PJS	144093	8795	BATHROOM DOOR FIX AT TFP	214.00
				VENDOR TOTAL	214.00
MCVEAN	JRH	143875	2019/09/AEROBICS	AEROBICS INSTRUCTOR PAYMENT	803.65
				VENDOR TOTAL	803.65
MESSENGER POST NEWSPAPERS	LMD	144010	78105	LEGAL NOTICE - PERMISSIVE REFERENDUM	52.36
				VENDOR TOTAL	52.36
MILLER	JRH	143903	2019/09/CARDS	LOOKING UP CARDS INSTRUCTOR PAYMENT	126.00
				VENDOR TOTAL	126.00
MOFFETT TURF EQUIPMENT, INC.	PJS	144052	03-254693	PINS FOR R311	25.50



ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>25.50</b>
MONROE COMMUNITY SPORTS CENTRE CORPORATION	JRH	143879	2019/09/SKATE	SKATING 101 INSTRUCTOR PAYMENT	47.25
				<b>VENDOR TOTAL</b>	<b>47.25</b>
MONROE COUNTY DIRECTOR OF FINANCE	GJD	144100	1800096060	3RD QUARTER DEED COPIES	143.65
				<b>VENDOR TOTAL</b>	<b>143.65</b>
MONROE COUNTY WATER	PJS	144017	390513	HIGHWAY	110.00
	PJS	144017	390456	SCC	110.00
	PJS	144017	391992	LIBRARY	110.00
	PJS	144017	390376	PARKS	110.00
	PJS	144017	391802	KINGS BEND	160.00
				<b>VENDOR TOTAL</b>	<b>600.00</b>
MORGAN SERVICES INC.	PJS	143957	0982789	RUG & MOP SERVICE	9.04
	PJS	143963	0993491	RUG & MOP SERVICE	5.65
	PJS	144067	0994969	PARKS	9.04
	PJS	144067	0994970	HIGHWAY	6.88
	PJS	144067	0995979	LIBRARY	5.73
	PJS	144067	0994971	SEWER	2.26
	PJS	144067	0995980	TOWN HALL	69.14
	PJS	143787	0981352	LIBRARY	5.65
	PJS	143787	0991073	LIBRARY	5.65
	PJS	143787	0990136	PARKS	9.04
	PJS	143787	0990137	HIGHWAY	6.88
	PJS	143787	0979009	LIBRARY	5.65
	PJS	143787	0990138	PSD	2.26
	PJS	143787	0886987	PSD SKIPPED INVOICE 11/1/18	9.04
	PJS	143870	0992542	SCC	55.00
	PJS	143870	0992540	PARKS	9.04
	PJS	143870	0992541	HIGHWAY	6.88
	PJS	143870	0992543	PSD	2.26

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	225.09
MORRISON EXCAVATING, INC.	PJS	143949	41723	TOPSOIL SHIRE OAKS	1,152.00
	PJS	143809	41724	TOPSOIL	216.00
				VENDOR TOTAL	1,368.00
MUELLER	JRH	143868	2019/09/FAIRYTALE	FAIRY TALE BALLET INSTRUCTOR PAYMENT	1,699.87
				VENDOR TOTAL	1,699.87
MULTER	PJS	144081	1072019MM	MILEAGE EXPENSE REIMBURSEMENT QTR 3 2019	67.28
				VENDOR TOTAL	67.28
MURRAY	JRH	143908	2019/09/PA	PRESCHOOL ADVENTURES DINOSAURES, APPLES,	134.40
				VENDOR TOTAL	134.40
MUTUAL OF OMAHA THE MAXON COMPANY	GJD	144064	GMNY6X007O51-001: 7/1-9/30/19	DISABILITY PREMIUM: 7/1-9/30/19	1,889.55
				VENDOR TOTAL	1,889.55
N.E.Y.S.A. NY, LLC	JRH	143938	2019/09/SNAPOLOGY	SNAPOLOGY JR ENGINEER INSTRUCTOR PAYMENT	210.00
				VENDOR TOTAL	210.00
NEAL	PJS	143860	093019	MILEAGE REIMBURSEMENT	171.10
				VENDOR TOTAL	171.10
NELSON	AB	144084	2019/10/MUSIC	SENIOR LIVE MUSIC PERFORMANCE	65.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	65.00
NORTHERN NURSERIES, INC.	PJS	143962	M5097000025418	REDBUD, PLUM, PEAR	1,971.00
	PJS	143962	M5097000	MAPLES, LINDEN, TUPLIP & PLANETREE	2,549.00
	PJS	143797	M5097000025235	STRAW EROSION CONTROL BLANKETS	354.00
	PJS	143859	M5075900001281	SOD STAPLES	49.00
				VENDOR TOTAL	4,923.00
O'BRIEN'S SEPTIC	PJS	143961	14007	PORTABLE TOILET CALLINGHAM	65.00
	JRH	144024	13918	PORTABLE TOILET RENTAL 09/13-09/16	170.00
				VENDOR TOTAL	235.00
OCCUPATIONAL & ENVIRONMENTAL MEDICINE	GJD	144071	00021399-00	CDL RANDOM TESTING	260.00
				VENDOR TOTAL	260.00
OIL FILTER SERVICE, INC.	PJS	143960	25905	FUEL FILTER	59.33
	PJS	143988	25768	FILTER FOR #466	24.54
	PJS	143992	25801	OIL FILTER FOR TUB GRINDER	201.52
	PJS	144110	26005	FILTER #418	24.24
	PJS	143926	25563	OIL AIR FILTERS FOR #471	66.55
	PJS	143926	25516	OIL AIR FILTERS FOR #471	3.26
	PJS	143928	25701	OIL/AIR FILTERS #452	61.26
				VENDOR TOTAL	440.70
ONLINE SOLUTIONS, LLC	PJS	144119	3471	CITIZENSERVE ANNUAL CONTRACT FOR 2020	16,500.00
				VENDOR TOTAL	16,500.00
PARTY CITY INC	JRH	143780	16684	FOOD TRUCK SUPPLIES	61.43

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	61.43
PATRICIA DROMGOOLE PETTY CASH	PHD	143953	093019	CERT/RR MAIL FOR SMALL CLAIMS	6.85
				VENDOR TOTAL	6.85
PAYCHEX, INC.	GJD	144075	476528	ONBOARDING/RECRUITER SERVICE: OCTOBER	70.00
	GJD	143905	2019092600	PAYROLL PROCESSING: SEPT	2,833.67
				VENDOR TOTAL	2,903.67
PAZRAL	JRH	143877	2019/09/PILATES	PILATES INSTRUCTOR PAYMENT	431.50
				VENDOR TOTAL	431.50
PCMG, INC.	PJS	144057	900667319	AXIS T8129 POE CAMERA EXTENDERS - 01148-	610.00
				VENDOR TOTAL	610.00
PENFIELD RACQUET CLUB INC.	JRH	143899	2019/09/BOOT	BOOT CAMP INSTRUCTOR PAYMENT	34.65
				VENDOR TOTAL	34.65
PIETROPAOLI	JRH	143874	2019/09/MEDITATION	CHAKRA MEDIATION INSTRUCTOR PAYMENT	63.00
				VENDOR TOTAL	63.00
PIONEER PUMP SYSTEMS, INC	PJS	144031	4594	PUMP FOR DOWNING PUMP STATION	5,133.00
				VENDOR TOTAL	5,133.00
PITTSFORD AUTO SERVICE, INC.	PJS	143959	12530	FUEL FOR #400	95.18

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
PITTSFORD AUTO SERVICE, INC.	PJS	143844	12365	FUEL	105.01
	PJS	143808	12489	FUEL	94.00
<b>VENDOR TOTAL</b>					<b>294.19</b>
PITTSFORD CENTRAL SCHOOLS	PJS	144054	1211-20A	DPW MONTHLY FUEL CHARGES	709.40
	AB	144082	1205-20A	SENIOR GASOLINE - SEPTEMBER 2019	202.05
	AB	144083	1209-20A	RECREATION GASOLINE - SEPTEMBER 2019	23.46
	PJS	144087	1210-20A	PSD DIESEL AND UNLEAD FUEL	1,681.17
	PJS	144117	1207-20A	HIGHWAY FUEL	8,054.45
<b>VENDOR TOTAL</b>					<b>10,670.53</b>
PLUG & PAY TECHNOLOGIES	JRH	143955	2019100201380521030	PITTSREC	15.00
	JRH	143955	2019100201380521031	PITTSWEB	19.72
	JRH	143955	2019100201380521029	PITTSCHILD	15.00
<b>VENDOR TOTAL</b>					<b>49.72</b>
PMG PIZZA LLC	AB	144080	633 10/05	BIRTHDAY PARTY PROGRAM SUPPLIES	21.50
	AB	144086	547 10/02	WOMEN'S SOCCER PROGRAM SUPPLIES	55.05
	JRH	143998	2019/10/PIZZA	BIRTHDAY PARTIES - PIZZA	21.50
<b>VENDOR TOTAL</b>					<b>98.05</b>
PRAZAR	JRH	143904	2019/09/ANTIQUES	ANTIQUES AND COLLECT INSTRUCTOR PAYMENT	353.50
<b>VENDOR TOTAL</b>					<b>353.50</b>
REBACK	JRH	143911	2019/09/TAP	TEENY TINY TAP & BALLET INSTRUCTOR PAYME	490.41
<b>VENDOR TOTAL</b>					<b>490.41</b>
REGIONAL INTERNATIONAL CORPORATION	PJS	144104	011137104P	PARTS #469	30.04

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	30.04
RENU SURFACE RESTORATION	PJS	143795	2722	CLEAN LIBRARY STAIRS	300.00
				VENDOR TOTAL	300.00
RICE	JRH	144026	2019/10/RICEEXP	EXPENSE REIMBURSEMENT FORM -RICE	55.80
				VENDOR TOTAL	55.80
ROBINSON	JRH	143876	2019/09/BELLY	BELLY DANCE INSTRUCTOR PAYMENT	88.20
				VENDOR TOTAL	88.20
ROBSON	GJD	143889	2019-9	EXPENSE REIMBURSEMENT	37.15
				VENDOR TOTAL	37.15
ROCHESTER ASPHALT MATERIAL, INC.	PJS	143922	912598	ASPHALT FOR STONEBRIDGE	562.20
	PJS	144001	913660	CR-1 ARLINGTON	1,969.28
	PJS	144001	913403	CR-1 ARLINGTON	2,548.17
	PJS	144004	913969	ASPHALT FOR SHIRE OAKS	4,480.35
	PJS	144004	914010	ASPHALT FOR SHIRE OAKS	598.72
	PJS	144002	913964	GENERAL PATCH	140.20
	PJS	144102	915203	ASPHALT FOR SHIRE OAKS	1,039.38
	PJS	144101	914736	CR-1 ARLINGTON	7,205.41
	PJS	144103	915325	GENERAL PATCH	943.53
	PJS	143918	912492	ASPHALT FOR SHIRE OAKS	494.91
	PJS	143923	911492	CR-1 ARLINGTON	2,397.98
	PJS	143923	911724	CR-1 ARLINGTON	100.70
	PJS	143923	911895	CR-1 ARLINGTON	200.70
	PJS	143917	912452	GENERAL PATCH	987.53

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>23,669.06</b>
ROCHESTER FENCING CLUB	JRH	143907	2019/09/FENCING	FIT KIDS: FENCING INSTRUCTOR PAYMENT	72.80
				<b>VENDOR TOTAL</b>	<b>72.80</b>
ROCHESTER GAS & ELECTRIC	GJD	144077	0188930219000010	GAS STREET LIGHTS	64.19
	PJS	144133	11014438779	631 MARSH ROAD PARK ELECTRIC	46.21
	PJS	144131	11908389146	WILLARD RD PARK ELECTRIC	51.75
	PJS	143805	18100083277	ELECT & GAS - TOWN WIDE	10,793.80
				<b>VENDOR TOTAL</b>	<b>10,955.95</b>
ROCHESTER MEDICINE, PLLC	GJD	143902	547220	EMPLOYEE SCREENING	210.00
				<b>VENDOR TOTAL</b>	<b>210.00</b>
ROSE	JRH	144007	2019/10/ROSE	SENIORS ARTHRITIS SEPTEMBER '19	200.00
				<b>VENDOR TOTAL</b>	<b>200.00</b>
ROTOLITE-ELLIOTT CORP.	PJS	144116	152195	DOG PARK SIGNAGE	301.58
	GJD	143885	151949	PRESENTATION FOLDERS	825.00
				<b>VENDOR TOTAL</b>	<b>1,126.58</b>
RUBIANO	JRH	143810	2019/09/21	CHILDWATCH PROGRAM SUPPLIES	13.99
				<b>VENDOR TOTAL</b>	<b>13.99</b>
S & S WORLDWIDE, INC	JRH	143864	IN100268849	S&S WORLDWIDE - AFTERSCHOOL PROGRAM SUPP	265.37
	JRH	144015	IN100278023	CHILD WATCH PROGRAM SUPPLIES	209.99
	JRH	144016	IN100273683	CHILD WATCH PROGRAM SUPPLIES - BLOCKS	44.99

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	520.35
SAFETY - KLEEN CORP.	PJS	144132	81162233	USED OIL	100.00
				VENDOR TOTAL	100.00
SAFETYFIRST	PJS	143846	019882-1909	SAFETY SUPPLIES	46.30
				VENDOR TOTAL	46.30
SHEARER	JRH	143894	2019/09/PICKLEBALL	INTRO TO PICKLEBALL INSTRUCTOR PAYMENT	84.00
				VENDOR TOTAL	84.00
SIEWERT EQUIPMENT CO, INC	PJS	144055	40066930-00	FLAP VALVE ASSEMBLY FOR PUMP STATION	302.24
				VENDOR TOTAL	302.24
SITEONE LANDSCAPE SUPPLY , LLC	PJS	143929	94631400-001	SPRINKLER HEADS	11.04
	PJS	143925	94771141-001	HYDRO MULCH	304.55
	PJS	143944	94625217-001	SPRINKLER HEADS	0.69
				VENDOR TOTAL	316.28
SKYWORKS LLC	PJS	143937	927136-0001	LIFT AND TOW BEHIND	781.80
				VENDOR TOTAL	781.80
SLAUGHTER	JRH	143898	2019/09/TOTSSOCCER	TOTS SOCCER & LAX, RUNNING CLUB INSTRUCT	508.20
				VENDOR TOTAL	508.20



ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
SOUTHERN TIER SECURITY	JRH	143819	TOP - 021	FOOD TRUCK MUSIC FEST SECURITY	1,107.25
				VENDOR TOTAL	1,107.25
SOUTHWORTH-MILTON, INC.	PJS	143849	1728544	BUCKET TEETH	125.81
				VENDOR TOTAL	125.81
ST GEORGE	JRH	143872	2019/09/DRIVING	DEFENSIVE DRIVING INSTRUCTOR PAYMENT	126.00
				VENDOR TOTAL	126.00
STATE CHEMICAL MFG CO	PJS	143995	901195560	HAND WIPES, ORANGELL	541.88
	PJS	144113	901205855	STRIPING PAINT, DISPATCH	464.58
				VENDOR TOTAL	1,006.46
STATE COMPROLLER	GJD	144123	2636690-2019-08-01	AUGUST COURT FINES & FORT.	9,319.75
				VENDOR TOTAL	9,319.75
STREET SKILLS, LLC	JRH	143881	2019/09/5HOUR	5 HOUR COURSE INSTRUCTOR PAYMENT	175.00
				VENDOR TOTAL	175.00
SULLIVAN	JRH	143818	2019/09/EXP	SULLIVAN REIMBURSEMENT SEPT '19	30.00
				VENDOR TOTAL	30.00
T. MINA SUPPLY EAST, INC.	PJS	143856	S1369370.001	FERNCOES	118.00
				VENDOR TOTAL	118.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
TALLMADGE TIRE SERVICE	PJS	143947	1GS150327	TIRES	1,521.66
				VENDOR TOTAL	1,521.66
THE ARTFUL FAIRY, LLC	JRH	144000	092119	MCLAUGHLIN UNICORN BIRTHDAY PARTY 9/21/2	175.00
				VENDOR TOTAL	175.00
THE IDEA WORKS OF NY, INC	PJS	143933	34502	T-SHIRTS	349.37
				VENDOR TOTAL	349.37
TOSHIBA BUSINESS SOLUTIONS	PJS	143852	5060336	COLOR AND BLACK WHITE COPIES, PD QUARTER	896.36
				VENDOR TOTAL	896.36
ULINE INC.	PJS	143940	112104790	NITRILE GLOVES	314.51
	PJS	143942	112397558	TRASH CAN LIDS	526.51
	PJS	143996	112828632	FAN FOR SHOP	675.00
	PJS	144118	112696860	SPILL CONTAINMENT	417.94
				VENDOR TOTAL	1,933.96
VAN BORTEL FORD	GJD	143891	89378	FORD F-350 CREW CAB # 402	32,266.00
	GJD	143893	89395	FORD F-350 CREW CAB #412-2	32,402.50
				VENDOR TOTAL	64,668.50
VANTAGE EQUIPMENT LLC	PJS	143945	P342367	#476 WINDOW	270.13
	PJS	144125	P342471	FILTERS	153.02
				VENDOR TOTAL	423.15
VERNICK	JRH	143914	2019/09/MANNERS	MEALTIME MANNERS INSTRUCTOR PAYMENT	147.00

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				<b>VENDOR TOTAL</b>	<b>147.00</b>
VERTICAL ARTS STUDIOS, LLC	JRH	143939	2019/09/AERIAL	AERIAL & ACRO PLAY INSTRUCTOR PAYMENT	21.00
				<b>VENDOR TOTAL</b>	<b>21.00</b>
VICTOR POWER EQUIPMENT	PJS	144030	274175	POWER PRUNER PARTS	166.64
	PJS	143811	273151	BUFFERS	59.96
	PJS	143811	274174	SMALL EQUIP PARTS	79.96
				<b>VENDOR TOTAL</b>	<b>306.56</b>
VILLAGER CONSTRUCTON INC	PJS	143804	93886	CATCH BASIN APRON REPLACEMENT	3,000.00
				<b>VENDOR TOTAL</b>	<b>3,000.00</b>
VP SUPPLY CORP.	PJS	144062	4014826		70.19
	PJS	144062	4014827		112.73
	PJS	144062	4018302		379.86
	PJS	144062	4019971		162.31
	PJS	144062	4022210		71.35
	PJS	144062	4013172		100.21
				<b>VENDOR TOTAL</b>	<b>896.65</b>
W. B. MASON CO., LLC	LMD	144137	203642418	GENERAL OFFICE SUPPLIES	49.39
				<b>VENDOR TOTAL</b>	<b>49.39</b>
W. W. GRAINGER, INC.	PJS	144059	9305498603	PORTABLE TOOL BOX,37" W X 21" D X 20" H	363.54
	PJS	144085	9284259463	CROSSING GUARD STOP SIGNS (3)	562.05
	PJS	144040	9303961800	SEA SNAKE MONITOR	2,220.75

ACCOUNTS PAYABLE LISTING  
FOR TOWN BOARD APPROVAL  
OCTOBER 2019

VENDOR NAME	APPV BY	VOUCHER NO	INV #	DESCRIPTION	AMOUNT
				VENDOR TOTAL	3,146.34
WAGSTAFF	JRH	143883	2019/09/TENNIS	JUNIOR TENNIS INSTRUCTOR PAYMENT	560.00
				VENDOR TOTAL	560.00
WARREN	JRH	143906	2019/09/BABYSKATE	BABY BLADE ICE SKATE INSTRUCTOR PAYMENT	88.20
				VENDOR TOTAL	88.20
WEGMANS FOOD MARKETS INC	AB	144134	3821420191001	SENIORS SEPTEMBER '19 WEGMANS INVOICE	844.25
	JRH	143930	0061020191001	RECREATION PROGRAM SUPPLIES SEPT. '19	799.50
				VENDOR TOTAL	1,643.75
WERNER	JRH	143871	2019/09/PIANO	PIANO EXP INSTRUCTOR PAYMENT	621.95
				VENDOR TOTAL	621.95
WILLARD	JRH	143813	2019/10/WAG	HALLOWEEN FEST/WAGON 10/20/2019	50.00
				VENDOR TOTAL	50.00
WON-DOOR CORPORATION	PJS	144032	124872	REPAIR DOOR LIBRARY	1,045.98
				VENDOR TOTAL	1,045.98
WRIGHT	JRH	144008	N0919	SENIORS NIA SEPTEMBER '19 WRIGHT	180.00
	JRH	144009	0919	REHEARSALS- HIGHLAND CHORUS SEPTEMBER '1	240.00
				VENDOR TOTAL	420.00
ZW USA INC	PJS	143814	290475	DOG WASTE STATIONS & BAGS	747.88
				VENDOR TOTAL	747.88
				REPORT TOTAL	348,078.57

END OF REPORT



# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1355</b>	<b>ASSESSOR</b>								
0001	PERSONAL SERVICES	5,501.42	176,720.00	176,720.00	122,478.81	54,241.19	0.00	54,241.19	69.31
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	1,278.60	8,539.00	8,989.00	3,825.95	5,163.05	0.00	5,163.05	42.56
<b>Total Dept 1355</b>	<b>ASSESSOR</b>	<b>6,780.02</b>	<b>185,759.00</b>	<b>186,209.00</b>	<b>126,304.76</b>	<b>59,904.24</b>	<b>0.00</b>	<b>59,904.24</b>	<b>67.83</b>
<b>Dept 1375</b>	<b>CREDIT CARD FEES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	1,461.93	24,000.00	24,000.00	21,198.99	2,801.01	0.00	2,801.01	88.33
<b>Total Dept 1375</b>	<b>CREDIT CARD FEES</b>	<b>1,461.93</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>21,198.99</b>	<b>2,801.01</b>	<b>0.00</b>	<b>2,801.01</b>	<b>88.33</b>
<b>Dept 1410</b>	<b>TOWN CLERK</b>								
0001	PERSONAL SERVICES	7,764.78	180,568.00	180,568.00	129,819.24	50,748.76	0.00	50,748.76	71.89
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	300.00	300.00	55.28	244.72	0.00	244.72	18.43
0004	CONTRACTUAL & MISC. EXPENSE	76.30	8,250.00	9,370.00	6,025.61	3,344.39	4.86	3,339.53	64.31
<b>Total Dept 1410</b>	<b>TOWN CLERK</b>	<b>7,841.08</b>	<b>189,118.00</b>	<b>190,238.00</b>	<b>135,900.13</b>	<b>54,337.87</b>	<b>4.86</b>	<b>54,333.01</b>	<b>71.44</b>
<b>Dept 1420</b>	<b>ATTORNEY</b>								
0001	PERSONAL SERVICES	1,681.75	43,725.00	43,725.00	32,626.46	11,098.54	0.00	11,098.54	74.62
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	250.00	250.00	250.00	0.00	0.00	0.00	100.00
0004	CONTRACTUAL & MISC. EXPENSE	5.69	15,635.00	15,761.79	8,813.74	6,948.05	5,000.00	1,948.05	55.92
<b>Total Dept 1420</b>	<b>ATTORNEY</b>	<b>1,687.44</b>	<b>59,610.00</b>	<b>59,736.79</b>	<b>41,690.20</b>	<b>18,046.59</b>	<b>5,000.00</b>	<b>13,046.59</b>	<b>69.79</b>
<b>Dept 1430</b>	<b>PERSONNEL</b>								
0001	PERSONAL SERVICES	3,053.95	75,912.00	75,912.00	58,912.12	16,999.88	0.00	16,999.88	77.61
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	3,711.37	93,228.00	93,378.00	52,646.20	40,731.80	7.77	40,724.03	56.38
<b>Total Dept 1430</b>	<b>PERSONNEL</b>	<b>6,765.32</b>	<b>169,640.00</b>	<b>169,790.00</b>	<b>111,558.32</b>	<b>58,231.68</b>	<b>7.77</b>	<b>58,223.91</b>	<b>65.70</b>
<b>Dept 1440</b>	<b>ENGINEERING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	25,000.00	25,000.00	80.00	24,920.00	995.00	23,925.00	0.32
<b>Total Dept 1440</b>	<b>ENGINEERING</b>	<b>0.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>80.00</b>	<b>24,920.00</b>	<b>995.00</b>	<b>23,925.00</b>	<b>0.32</b>
<b>Dept 1450</b>	<b>ELECTIONS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	39,122.00	39,122.00	4,469.00	34,653.00	0.00	34,653.00	11.42
<b>Total Dept 1450</b>	<b>ELECTIONS</b>	<b>0.00</b>	<b>39,122.00</b>	<b>39,122.00</b>	<b>4,469.00</b>	<b>34,653.00</b>	<b>0.00</b>	<b>34,653.00</b>	<b>11.42</b>
<b>Dept 1460</b>	<b>RECORDS MANAGEMENT</b>								
0004	CONTRACTUAL & MISC.	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1460</b>	<b>RECORDS MANAGEMENT EXPENSE</b>								
<b>Total Dept 1460</b>	<b>RECORDS MANAGEMENT</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
<b>Dept 1490</b>	<b>PUBLIC WORKS</b>								
0001	PERSONAL SERVICES	6,510.54	220,507.00	220,507.00	132,031.58	88,475.42	0.00	88,475.42	59.88
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	1,598.36	19,520.00	19,520.00	12,457.02	7,062.98	13.99	7,048.99	63.82
<b>Total Dept 1490</b>	<b>PUBLIC WORKS</b>	<b>8,108.90</b>	<b>241,027.00</b>	<b>241,027.00</b>	<b>144,488.60</b>	<b>96,538.40</b>	<b>13.99</b>	<b>96,524.41</b>	<b>59.95</b>
<b>Dept 1620</b>	<b>BUILDING</b>								
0001	PERSONAL SERVICES	81.00	3,153.00	3,153.00	2,946.00	207.00	0.00	207.00	93.43
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	0.00	1,550.00	0.00	1,550.00	1,550.00	0.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	3,202.23	207,738.00	208,689.62	171,669.55	37,020.07	721.04	36,299.03	82.26
<b>Total Dept 1620</b>	<b>BUILDING</b>	<b>3,283.23</b>	<b>210,891.00</b>	<b>213,392.62</b>	<b>174,615.55</b>	<b>38,777.07</b>	<b>2,271.04</b>	<b>36,506.03</b>	<b>81.83</b>
<b>Dept 1670</b>	<b>CENTRAL MAILING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	51,600.00	51,600.00	23,402.37	28,197.63	0.00	28,197.63	45.35
<b>Total Dept 1670</b>	<b>CENTRAL MAILING</b>	<b>0.00</b>	<b>51,600.00</b>	<b>51,600.00</b>	<b>23,402.37</b>	<b>28,197.63</b>	<b>0.00</b>	<b>28,197.63</b>	<b>45.35</b>
<b>Dept 1680</b>	<b>DATA PROCESSING</b>								
0001	PERSONAL SERVICES	6,420.12	168,980.00	168,980.00	104,776.00	64,204.00	0.00	64,204.00	62.00
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	2,500.00	2,746.54	1,905.65	840.89	29.15	811.74	69.38
0004	CONTRACTUAL & MISC. EXPENSE	4,307.76	114,084.00	128,318.88	79,520.94	48,797.94	39.00	48,758.94	61.97
<b>Total Dept 1680</b>	<b>DATA PROCESSING</b>	<b>10,727.88</b>	<b>285,564.00</b>	<b>300,045.42</b>	<b>186,202.59</b>	<b>113,842.83</b>	<b>68.15</b>	<b>113,774.68</b>	<b>62.06</b>
<b>Dept 1910</b>	<b>UNALLOCATED INSURANCE</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	185,000.00	185,000.00	167,711.09	17,288.91	0.00	17,288.91	90.65
<b>Total Dept 1910</b>	<b>UNALLOCATED INSURANCE</b>	<b>0.00</b>	<b>185,000.00</b>	<b>185,000.00</b>	<b>167,711.09</b>	<b>17,288.91</b>	<b>0.00</b>	<b>17,288.91</b>	<b>90.65</b>
<b>Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,750.00	1,750.00	250.00	1,500.00	0.00	1,500.00	14.29
<b>Total Dept 1920</b>	<b>MUNICIPAL ASSOCIATION DUES</b>	<b>0.00</b>	<b>1,750.00</b>	<b>1,750.00</b>	<b>250.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>14.29</b>
<b>Dept 1930</b>	<b>JUDGEMENTS/CLAIMS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	3,500.00	3,700.00	3,683.41	16.59	0.00	16.59	99.55
<b>Total Dept 1930</b>	<b>JUDGEMENTS/CLAIMS</b>	<b>0.00</b>	<b>3,500.00</b>	<b>3,700.00</b>	<b>3,683.41</b>	<b>16.59</b>	<b>0.00</b>	<b>16.59</b>	<b>99.55</b>

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

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<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 1950</b>	<b>PROPERTY TAX</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	16,500.00	16,500.00	5,980.60	10,519.40	0.00	10,519.40	36.25
<b>Total Dept 1950</b>	<b>PROPERTY TAX</b>	<b>0.00</b>	<b>16,500.00</b>	<b>16,500.00</b>	<b>5,980.60</b>	<b>10,519.40</b>	<b>0.00</b>	<b>10,519.40</b>	<b>36.25</b>
<b>Dept 1989</b>	<b>UNCLASSIFIED</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	166,695.00	280,945.97	108,930.50	172,015.47	118,004.00	54,011.47	38.77
<b>Total Dept 1989</b>	<b>UNCLASSIFIED</b>	<b>0.00</b>	<b>166,695.00</b>	<b>280,945.97</b>	<b>108,930.50</b>	<b>172,015.47</b>	<b>118,004.00</b>	<b>54,011.47</b>	<b>38.77</b>
<b>Dept 1990</b>	<b>CONTINGENCY</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	150,000.00	149,800.00	0.00	149,800.00	0.00	149,800.00	0.00
<b>Total Dept 1990</b>	<b>CONTINGENCY</b>	<b>0.00</b>	<b>150,000.00</b>	<b>149,800.00</b>	<b>0.00</b>	<b>149,800.00</b>	<b>0.00</b>	<b>149,800.00</b>	<b>0.00</b>
<b>Dept 2620</b>	<b>CUSTODIAL</b>								
0001	PERSONAL SERVICES	14,654.01	351,753.00	351,753.00	285,000.44	66,752.56	0.00	66,752.56	81.02
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	3,400.00	108,627.00	84,605.27	24,021.73	8,530.00	15,491.73	77.89
0004	CONTRACTUAL & MISC. EXPENSE	4,818.69	141,804.00	148,978.96	124,889.67	24,089.29	6,868.99	17,220.30	83.83
<b>Total Dept 2620</b>	<b>CUSTODIAL</b>	<b>19,472.70</b>	<b>496,957.00</b>	<b>609,358.96</b>	<b>494,495.38</b>	<b>114,863.58</b>	<b>15,398.99</b>	<b>99,464.59</b>	<b>81.15</b>
<b>Dept 3120</b>	<b>CROSSING GUARDS</b>								
0001	PERSONAL SERVICES	5,628.51	136,472.00	136,472.00	105,353.40	31,118.60	0.00	31,118.60	77.20
0004	CONTRACTUAL & MISC. EXPENSE	925.59	1,450.00	1,592.47	1,074.27	518.20	0.00	518.20	67.46
<b>Total Dept 3120</b>	<b>CROSSING GUARDS</b>	<b>6,554.10</b>	<b>137,922.00</b>	<b>138,064.47</b>	<b>106,427.67</b>	<b>31,636.80</b>	<b>0.00</b>	<b>31,636.80</b>	<b>77.09</b>
<b>Dept 3310</b>	<b>TRAFFIC</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	7,800.00	8,500.00	6,124.80	2,375.20	50.00	2,325.20	72.06
<b>Total Dept 3310</b>	<b>TRAFFIC</b>	<b>0.00</b>	<b>7,800.00</b>	<b>8,500.00</b>	<b>6,124.80</b>	<b>2,375.20</b>	<b>50.00</b>	<b>2,325.20</b>	<b>72.06</b>
<b>Dept 3510</b>	<b>CONTROL OF ANIMALS</b>								
0001	PERSONAL SERVICES	2,282.27	59,639.00	59,639.00	43,630.91	16,008.09	0.00	16,008.09	73.16
0004	CONTRACTUAL & MISC. EXPENSE	49.74	9,414.00	9,414.00	1,388.00	8,026.00	0.00	8,026.00	14.74
<b>Total Dept 3510</b>	<b>CONTROL OF ANIMALS</b>	<b>2,332.01</b>	<b>69,053.00</b>	<b>69,053.00</b>	<b>45,018.91</b>	<b>24,034.09</b>	<b>0.00</b>	<b>24,034.09</b>	<b>65.19</b>
<b>Dept 4210</b>	<b>YOUTH SERVICES</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	56,540.00	56,540.00	43,154.99	13,385.01	0.00	13,385.01	76.33
<b>Total Dept 4210</b>	<b>YOUTH SERVICES</b>	<b>0.00</b>	<b>56,540.00</b>	<b>56,540.00</b>	<b>43,154.99</b>	<b>13,385.01</b>	<b>0.00</b>	<b>13,385.01</b>	<b>76.33</b>
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,500.00	1,500.00	1,295.00	205.00	0.00	205.00	86.33
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,295.00</b>	<b>205.00</b>	<b>0.00</b>	<b>205.00</b>	<b>86.33</b>



# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

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<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 5010</b>	<b>SUPERINTENDENT OF HIGHWAYS</b>								
0001	PERSONAL SERVICES	1,839.94	49,270.00	49,270.00	35,178.55	14,091.45	0.00	14,091.45	71.40
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	237.42	262.58	250.00	12.58	47.48
0004	CONTRACTUAL & MISC. EXPENSE	0.00	1,200.00	1,234.65	842.57	392.08	250.00	142.08	68.24
<b>Total Dept 5010</b>	<b>SUPERINTENDENT OF HIGHWAYS</b>	<b>1,839.94</b>	<b>50,970.00</b>	<b>51,004.65</b>	<b>36,258.54</b>	<b>14,746.11</b>	<b>500.00</b>	<b>14,246.11</b>	<b>71.09</b>
<b>Dept 5132</b>	<b>HIGHWAY GARAGE</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	24,500.00	29,750.00	5,658.24	24,091.76	23,968.00	123.76	19.02
0004	CONTRACTUAL & MISC. EXPENSE	745.46	53,928.00	54,178.00	31,900.43	22,277.57	999.00	21,278.57	58.88
<b>Total Dept 5132</b>	<b>HIGHWAY GARAGE</b>	<b>745.46</b>	<b>78,428.00</b>	<b>83,928.00</b>	<b>37,558.67</b>	<b>46,369.33</b>	<b>24,967.00</b>	<b>21,402.33</b>	<b>44.75</b>
<b>Dept 5182</b>	<b>STREET LIGHTING</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	32,500.00	32,500.00	23,590.85	8,909.15	0.00	8,909.15	72.59
<b>Total Dept 5182</b>	<b>STREET LIGHTING</b>	<b>0.00</b>	<b>32,500.00</b>	<b>32,500.00</b>	<b>23,590.85</b>	<b>8,909.15</b>	<b>0.00</b>	<b>8,909.15</b>	<b>72.59</b>
<b>Dept 6410</b>	<b>PUBLICITY</b>								
0001	PERSONAL SERVICES	2,457.23	69,193.00	69,193.00	47,689.60	21,503.40	0.00	21,503.40	68.92
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	5.69	40,514.00	56,014.00	32,299.99	23,714.01	0.00	23,714.01	57.66
<b>Total Dept 6410</b>	<b>PUBLICITY</b>	<b>2,462.92</b>	<b>110,207.00</b>	<b>125,707.00</b>	<b>79,989.59</b>	<b>45,717.41</b>	<b>0.00</b>	<b>45,717.41</b>	<b>63.63</b>
<b>Dept 6510</b>	<b>VETERANS SERVICE</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	300.00	300.00	0.00	300.00	0.00	300.00	0.00
<b>Total Dept 6510</b>	<b>VETERANS SERVICE</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
<b>Dept 6772</b>	<b>PROGRAMS FOR AGING</b>								
0001	PERSONAL SERVICES	5,876.91	143,223.00	143,223.00	106,329.01	36,893.99	0.00	36,893.99	74.24
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	2,445.05	88,790.00	95,977.96	61,017.74	34,960.22	0.00	34,960.22	63.57
<b>Total Dept 6772</b>	<b>PROGRAMS FOR AGING</b>	<b>8,321.96</b>	<b>232,513.00</b>	<b>239,700.96</b>	<b>167,346.75</b>	<b>72,354.21</b>	<b>0.00</b>	<b>72,354.21</b>	<b>69.81</b>
<b>Dept 7020</b>	<b>RECREATION ADMINISTRATION</b>								
0001	PERSONAL SERVICES	18,671.43	671,484.00	671,484.00	469,833.67	201,650.33	0.00	201,650.33	69.97
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	5,000.00	9,338.38	6,143.50	3,194.88	0.00	3,194.88	65.79
0004	CONTRACTUAL & MISC. EXPENSE	20,522.66	343,836.00	344,098.08	319,706.53	24,391.55	0.00	24,391.55	92.91

# TOWN OF PITTSFORD

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<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 7020</b>	<b>RECREATION ADMINISTRATION</b>								
<b>Total Dept 7020</b>	<b>RECREATION ADMINISTRATION</b>	<b>39,194.09</b>	<b>1,020,320.00</b>	<b>1,024,920.46</b>	<b>795,683.70</b>	<b>229,236.76</b>	<b>0.00</b>	<b>229,236.76</b>	<b>77.63</b>
<b>Dept 7110</b>	<b>PARKS</b>								
0001	PERSONAL SERVICES	19,033.31	508,001.00	508,001.00	350,821.70	157,179.30	0.00	157,179.30	69.06
0002	EQUIPMENT & CAPITAL OUTLAY	6,738.38	5,400.00	188,928.00	139,975.81	48,952.19	46,301.06	2,651.13	74.09
0004	CONTRACTUAL & MISC. EXPENSE	3,939.49	175,938.00	197,400.00	133,364.49	64,035.51	23,015.47	41,020.04	67.56
<b>Total Dept 7110</b>	<b>PARKS</b>	<b>29,711.18</b>	<b>689,339.00</b>	<b>894,329.00</b>	<b>624,162.00</b>	<b>270,167.00</b>	<b>69,316.53</b>	<b>200,850.47</b>	<b>69.79</b>
<b>Dept 7140</b>	<b>PLAYGROUNDS &amp; RECREATION CNTRS</b>								
0001	PERSONAL SERVICES	4,530.83	92,786.00	92,786.00	90,152.63	2,633.37	0.00	2,633.37	97.16
0004	CONTRACTUAL & MISC. EXPENSE	0.00	700.00	700.00	361.26	338.74	0.00	338.74	51.61
<b>Total Dept 7140</b>	<b>PLAYGROUNDS &amp; RECREATION CNTRS</b>	<b>4,530.83</b>	<b>93,486.00</b>	<b>93,486.00</b>	<b>90,513.89</b>	<b>2,972.11</b>	<b>0.00</b>	<b>2,972.11</b>	<b>96.82</b>
<b>Dept 7270</b>	<b>BAND CONCERTS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	10,000.00	10,000.00	9,858.62	141.38	0.00	141.38	98.59
<b>Total Dept 7270</b>	<b>BAND CONCERTS</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>9,858.62</b>	<b>141.38</b>	<b>0.00</b>	<b>141.38</b>	<b>98.59</b>
<b>Dept 7510</b>	<b>TOWN HISTORIAN</b>								
0001	PERSONAL SERVICES	276.77	7,196.00	7,196.00	5,369.35	1,826.65	0.00	1,826.65	74.62
0002	EQUIPMENT & CAPITAL OUTLAY	0.00	200.00	200.00	0.00	200.00	0.00	200.00	0.00
0004	CONTRACTUAL & MISC. EXPENSE	5.69	725.00	725.00	56.63	668.37	0.00	668.37	7.81
<b>Total Dept 7510</b>	<b>TOWN HISTORIAN</b>	<b>282.46</b>	<b>8,121.00</b>	<b>8,121.00</b>	<b>5,425.98</b>	<b>2,695.02</b>	<b>0.00</b>	<b>2,695.02</b>	<b>66.81</b>
<b>Dept 7550</b>	<b>CELEBRATIONS</b>								
0004	CONTRACTUAL & MISC. EXPENSE	740.74	76,995.00	76,995.00	70,799.05	6,195.95	0.00	6,195.95	91.95
<b>Total Dept 7550</b>	<b>CELEBRATIONS</b>	<b>740.74</b>	<b>76,995.00</b>	<b>76,995.00</b>	<b>70,799.05</b>	<b>6,195.95</b>	<b>0.00</b>	<b>6,195.95</b>	<b>91.95</b>
<b>Dept 8090</b>	<b>ENVIRONMENTAL BOARD</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
<b>Total Dept 8090</b>	<b>ENVIRONMENTAL BOARD</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Dept 8160</b>	<b>REFUSE &amp; GARBAGE</b>								
0004	CONTRACTUAL & MISC. EXPENSE	551.20	157,600.00	51,650.00	28,112.41	23,537.59	0.00	23,537.59	54.43
<b>Total Dept 8160</b>	<b>REFUSE &amp; GARBAGE</b>	<b>551.20</b>	<b>157,600.00</b>	<b>51,650.00</b>	<b>28,112.41</b>	<b>23,537.59</b>	<b>0.00</b>	<b>23,537.59</b>	<b>54.43</b>
<b>Dept 8540</b>	<b>DRAINAGE</b>								
0001	PERSONAL SERVICES	2,354.53	98,138.00	98,138.00	27,495.27	70,642.73	0.00	70,642.73	28.02



# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0001</b>	<b>GENERAL FUND</b>								
<b>Dept 9901</b>	<b>INTERFUND TRANSFERS</b>								
0009	INTERFUND TRANSFERS	0.00	2,116,663.00	2,116,663.00	1,252,888.00	863,775.00	0.00	863,775.00	59.19
<b>Total Dept 9901</b>	<b>INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>2,116,663.00</b>	<b>2,116,663.00</b>	<b>1,252,888.00</b>	<b>863,775.00</b>	<b>0.00</b>	<b>863,775.00</b>	<b>59.19</b>
<b>Dept 9950</b>	<b>TRANSFER TO CAPITAL PROJECTS</b>								
0009	INTERFUND TRANSFERS	0.00	200,000.00	83,163.00	9,000.00	74,163.00	0.00	74,163.00	10.82
<b>Total Dept 9950</b>	<b>TRANSFER TO CAPITAL PROJECTS</b>	<b>0.00</b>	<b>200,000.00</b>	<b>83,163.00</b>	<b>9,000.00</b>	<b>74,163.00</b>	<b>0.00</b>	<b>74,163.00</b>	<b>10.82</b>
<b>Total Fund 0001</b>	<b>GENERAL FUND</b>	<b>214,076.19</b>	<b>10,500,312.00</b>	<b>10,869,796.31</b>	<b>7,093,478.04</b>	<b>3,776,318.27</b>	<b>240,987.22</b>	<b>3,535,331.05</b>	<b>65.26</b>



# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0002</b>	<b>PART TOWN FUND</b>								
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	16,800.00	16,800.00	15,827.44	972.56	0.00	972.56	94.21
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>16,800.00</b>	<b>16,800.00</b>	<b>15,827.44</b>	<b>972.56</b>	<b>0.00</b>	<b>972.56</b>	<b>94.21</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	300.00	300.00	209.30	90.70	0.00	90.70	69.77
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>209.30</b>	<b>90.70</b>	<b>0.00</b>	<b>90.70</b>	<b>69.77</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	82.80	1,000.00	1,000.00	803.97	196.03	0.00	196.03	80.40
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>82.80</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>803.97</b>	<b>196.03</b>	<b>0.00</b>	<b>196.03</b>	<b>80.40</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	0.00	149,571.00	149,571.00	121,967.79	27,603.21	0.00	27,603.21	81.55
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>0.00</b>	<b>149,571.00</b>	<b>149,571.00</b>	<b>121,967.79</b>	<b>27,603.21</b>	<b>0.00</b>	<b>27,603.21</b>	<b>81.55</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	100.00	100.00	0.00	100.00	0.00	100.00	0.00
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>
<b>Total Fund 0002</b>	<b>PART TOWN FUND</b>	<b>39,316.12</b>	<b>1,297,828.00</b>	<b>1,354,608.50</b>	<b>845,897.93</b>	<b>508,710.57</b>	<b>217,325.67</b>	<b>291,384.90</b>	<b>62.45</b>

## TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0003</b>	<b>LIBRARY FUND</b>								
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	600.00	600.00	585.00	15.00	0.00	15.00	97.50
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>600.00</b>	<b>600.00</b>	<b>585.00</b>	<b>15.00</b>	<b>0.00</b>	<b>15.00</b>	<b>97.50</b>
<b>Dept 7410</b>	<b>LIBRARY</b>								
0001	PERSONAL SERVICES	32,224.21	851,238.00	851,238.00	605,932.97	245,305.03	0.00	245,305.03	71.18
0002	EQUIPMENT & CAPITAL OUTLAY	45.05	2,910.00	3,201.50	2,466.50	735.00	735.00	0.00	77.04
0004	CONTRACTUAL & MISC. EXPENSE	12,500.50	234,890.00	246,633.70	145,167.25	101,466.45	46,826.05	54,640.40	58.86
<b>Total Dept 7410</b>	<b>LIBRARY</b>	<b>44,769.76</b>	<b>1,089,038.00</b>	<b>1,101,073.20</b>	<b>753,566.72</b>	<b>347,506.48</b>	<b>47,561.05</b>	<b>299,945.43</b>	<b>68.44</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	89,294.00	89,294.00	19,934.45	69,359.55	0.00	69,359.55	22.32
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>89,294.00</b>	<b>89,294.00</b>	<b>19,934.45</b>	<b>69,359.55</b>	<b>0.00</b>	<b>69,359.55</b>	<b>22.32</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	2,414.19	65,120.00	65,120.00	45,158.01	19,961.99	0.00	19,961.99	69.35
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>2,414.19</b>	<b>65,120.00</b>	<b>65,120.00</b>	<b>45,158.01</b>	<b>19,961.99</b>	<b>0.00</b>	<b>19,961.99</b>	<b>69.35</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	7,000.00	8,636.00	8,635.98	0.02	0.00	0.02	100.00
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>7,000.00</b>	<b>8,636.00</b>	<b>8,635.98</b>	<b>0.02</b>	<b>0.00</b>	<b>0.02</b>	<b>100.00</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	350.00	350.00	207.18	142.82	0.00	142.82	59.19
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>350.00</b>	<b>350.00</b>	<b>207.18</b>	<b>142.82</b>	<b>0.00</b>	<b>142.82</b>	<b>59.19</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	104.70	1,500.00	1,500.00	773.95	726.05	0.00	726.05	51.60
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>104.70</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>773.95</b>	<b>726.05</b>	<b>0.00</b>	<b>726.05</b>	<b>51.60</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	0.00	151,000.00	149,364.00	113,103.06	36,260.94	0.00	36,260.94	75.72
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>0.00</b>	<b>151,000.00</b>	<b>149,364.00</b>	<b>113,103.06</b>	<b>36,260.94</b>	<b>0.00</b>	<b>36,260.94</b>	<b>75.72</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	300.00	300.00	152.50	147.50	75.00	72.50	50.83
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>300.00</b>	<b>300.00</b>	<b>152.50</b>	<b>147.50</b>	<b>75.00</b>	<b>72.50</b>	<b>50.83</b>
<b>Total Fund 0003</b>	<b>LIBRARY FUND</b>	<b>47,288.65</b>	<b>1,404,702.00</b>	<b>1,416,737.20</b>	<b>942,116.85</b>	<b>474,620.35</b>	<b>47,636.05</b>	<b>426,984.30</b>	<b>66.50</b>

**TOWN OF PITTSFORD****Expense Control Report**

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>								
<b>Dept 1989</b>	<b>UNCLASSIFIED</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	64,668.50	314,409.00	445,305.00	342,489.50	102,815.50	61,671.00	41,144.50	76.91
<b>Total Dept 1989</b>	<b>UNCLASSIFIED</b>	<b>64,668.50</b>	<b>314,409.00</b>	<b>445,305.00</b>	<b>342,489.50</b>	<b>102,815.50</b>	<b>61,671.00</b>	<b>41,144.50</b>	<b>76.91</b>
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	260.00	2,000.00	2,340.00	1,920.00	420.00	0.00	420.00	82.05
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>260.00</b>	<b>2,000.00</b>	<b>2,340.00</b>	<b>1,920.00</b>	<b>420.00</b>	<b>0.00</b>	<b>420.00</b>	<b>82.05</b>
<b>Dept 5130</b>	<b>MACHINERY</b>								
0001	PERSONAL SERVICES	4,442.28	88,534.00	88,534.00	80,082.38	8,451.62	0.00	8,451.62	90.45
0002	EQUIPMENT & CAPITAL OUTLAY	1,729.98	8,700.00	10,599.99	8,609.44	1,990.55	1,658.44	332.11	81.22
0004	CONTRACTUAL & MISC. EXPENSE	9,464.81	163,700.00	179,129.85	131,972.79	47,157.06	12,903.45	34,253.61	73.67
<b>Total Dept 5130</b>	<b>MACHINERY</b>	<b>15,637.07</b>	<b>260,934.00</b>	<b>278,263.84</b>	<b>220,664.61</b>	<b>57,599.23</b>	<b>14,561.89</b>	<b>43,037.34</b>	<b>79.30</b>
<b>Dept 5140</b>	<b>BRUSH &amp; WEEDS</b>								
0001	PERSONAL SERVICES	0.00	10,000.00	10,000.00	2,772.80	7,227.20	0.00	7,227.20	27.73
<b>Total Dept 5140</b>	<b>BRUSH &amp; WEEDS</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>2,772.80</b>	<b>7,227.20</b>	<b>0.00</b>	<b>7,227.20</b>	<b>27.73</b>
<b>Dept 5142</b>	<b>SNOW REMOVAL</b>								
0001	PERSONAL SERVICES	0.00	862,091.00	862,091.00	535,483.81	326,607.19	0.00	326,607.19	62.11
0004	CONTRACTUAL & MISC. EXPENSE	0.00	378,550.00	381,500.00	368,041.46	13,458.54	3,324.59	10,133.95	96.47
<b>Total Dept 5142</b>	<b>SNOW REMOVAL</b>	<b>0.00</b>	<b>1,240,641.00</b>	<b>1,243,591.00</b>	<b>903,525.27</b>	<b>340,065.73</b>	<b>3,324.59</b>	<b>336,741.14</b>	<b>72.65</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	151,105.00	151,105.00	33,498.52	117,606.48	0.00	117,606.48	22.17
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>151,105.00</b>	<b>151,105.00</b>	<b>33,498.52</b>	<b>117,606.48</b>	<b>0.00</b>	<b>117,606.48</b>	<b>22.17</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	323.08	73,490.00	73,490.00	45,900.85	27,589.15	0.00	27,589.15	62.46
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>323.08</b>	<b>73,490.00</b>	<b>73,490.00</b>	<b>45,900.85</b>	<b>27,589.15</b>	<b>0.00</b>	<b>27,589.15</b>	<b>62.46</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	74,500.00	74,500.00	47,118.07	27,381.93	0.00	27,381.93	63.25
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>74,500.00</b>	<b>74,500.00</b>	<b>47,118.07</b>	<b>27,381.93</b>	<b>0.00</b>	<b>27,381.93</b>	<b>63.25</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	750.00	750.00	535.15	214.85	0.00	214.85	71.35
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>750.00</b>	<b>750.00</b>	<b>535.15</b>	<b>214.85</b>	<b>0.00</b>	<b>214.85</b>	<b>71.35</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	2,168.00	832.00	0.00	832.00	72.27



# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		<b>Curr. Month Total Expended</b>	<b>Original Budget</b>	<b>YTD Adjusted Budget</b>	<b>YTD Actual Expended</b>	<b>YTD Unexpended Balance</b>	<b>YTD Encumbered</b>	<b>YTD Available Balance</b>	<b>Percent Exp. Balance</b>
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>								
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>2,168.00</b>	<b>832.00</b>	<b>0.00</b>	<b>832.00</b>	<b>72.27</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	201.83	2,375.00	2,375.00	1,680.40	694.60	0.00	694.60	70.75
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>201.83</b>	<b>2,375.00</b>	<b>2,375.00</b>	<b>1,680.40</b>	<b>694.60</b>	<b>0.00</b>	<b>694.60</b>	<b>70.75</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	(620.60)	411,497.00	411,497.00	325,545.30	85,951.70	0.00	85,951.70	79.11
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>(620.60)</b>	<b>411,497.00</b>	<b>411,497.00</b>	<b>325,545.30</b>	<b>85,951.70</b>	<b>0.00</b>	<b>85,951.70</b>	<b>79.11</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	200.00	200.00	75.00	125.00	37.50	87.50	37.50
<b>Total Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>75.00</b>	<b>125.00</b>	<b>37.50</b>	<b>87.50</b>	<b>37.50</b>
<b>Total Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>	<b>80,469.88</b>	<b>2,544,901.00</b>	<b>2,696,416.84</b>	<b>1,927,893.47</b>	<b>768,523.37</b>	<b>79,594.98</b>	<b>688,928.39</b>	<b>71.50</b>

# TOWN OF PITTSFORD

## Expense Control Report

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
<b>Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>								
<b>Dept 4560</b>	<b>PHYSICIAN</b>								
0004	CONTRACTUAL & MISC. EXPENSE	0.00	2,225.00	2,225.00	2,225.00	0.00	0.00	0.00	100.00
<b>Total Dept 4560</b>	<b>PHYSICIAN</b>	<b>0.00</b>	<b>2,225.00</b>	<b>2,225.00</b>	<b>2,225.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 5110</b>	<b>GENERAL REPAIRS</b>								
0001	PERSONAL SERVICES	79,323.59	1,466,527.00	1,466,527.00	1,029,563.25	436,963.75	0.00	436,963.75	70.20
0004	CONTRACTUAL & MISC. EXPENSE	37,895.20	1,054,598.00	1,430,327.81	653,078.32	777,249.49	531,164.69	246,084.80	45.66
<b>Total Dept 5110</b>	<b>GENERAL REPAIRS</b>	<b>117,218.79</b>	<b>2,521,125.00</b>	<b>2,896,854.81</b>	<b>1,682,641.57</b>	<b>1,214,213.24</b>	<b>531,164.69</b>	<b>683,048.55</b>	<b>58.09</b>
<b>Dept 5112</b>	<b>IMPROVEMENTS</b>								
0002	EQUIPMENT & CAPITAL OUTLAY	51,092.09	196,324.00	266,899.00	226,967.70	39,931.30	0.00	39,931.30	85.04
<b>Total Dept 5112</b>	<b>IMPROVEMENTS</b>	<b>51,092.09</b>	<b>196,324.00</b>	<b>266,899.00</b>	<b>226,967.70</b>	<b>39,931.30</b>	<b>0.00</b>	<b>39,931.30</b>	<b>85.04</b>
<b>Dept 9010</b>	<b>STATE RETIREMENT</b>								
0008	EMPLOYEE BENEFITS	0.00	181,412.00	181,412.00	37,394.32	144,017.68	0.00	144,017.68	20.61
<b>Total Dept 9010</b>	<b>STATE RETIREMENT</b>	<b>0.00</b>	<b>181,412.00</b>	<b>181,412.00</b>	<b>37,394.32</b>	<b>144,017.68</b>	<b>0.00</b>	<b>144,017.68</b>	<b>20.61</b>
<b>Dept 9030</b>	<b>SOCIAL SECURITY</b>								
0008	EMPLOYEE BENEFITS	5,875.62	112,190.00	112,190.00	76,545.85	35,644.15	0.00	35,644.15	68.23
<b>Total Dept 9030</b>	<b>SOCIAL SECURITY</b>	<b>5,875.62</b>	<b>112,190.00</b>	<b>112,190.00</b>	<b>76,545.85</b>	<b>35,644.15</b>	<b>0.00</b>	<b>35,644.15</b>	<b>68.23</b>
<b>Dept 9040</b>	<b>WORKERS COMPENSATION</b>								
0008	EMPLOYEE BENEFITS	0.00	221,000.00	221,000.00	192,183.71	28,816.29	0.00	28,816.29	86.96
<b>Total Dept 9040</b>	<b>WORKERS COMPENSATION</b>	<b>0.00</b>	<b>221,000.00</b>	<b>221,000.00</b>	<b>192,183.71</b>	<b>28,816.29</b>	<b>0.00</b>	<b>28,816.29</b>	<b>86.96</b>
<b>Dept 9045</b>	<b>LIFE INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	700.00	700.00	481.19	218.81	0.00	218.81	68.74
<b>Total Dept 9045</b>	<b>LIFE INSURANCE</b>	<b>0.00</b>	<b>700.00</b>	<b>700.00</b>	<b>481.19</b>	<b>218.81</b>	<b>0.00</b>	<b>218.81</b>	<b>68.74</b>
<b>Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>								
0008	EMPLOYEE BENEFITS	0.00	3,000.00	3,000.00	3,000.00	0.00	0.00	0.00	100.00
<b>Total Dept 9050</b>	<b>UNEMPLOYMENT INSURANCE</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Dept 9055</b>	<b>DISABILITY INSURANCE</b>								
0008	EMPLOYEE BENEFITS	191.47	2,250.00	2,250.00	1,515.66	734.34	0.00	734.34	67.36
<b>Total Dept 9055</b>	<b>DISABILITY INSURANCE</b>	<b>191.47</b>	<b>2,250.00</b>	<b>2,250.00</b>	<b>1,515.66</b>	<b>734.34</b>	<b>0.00</b>	<b>734.34</b>	<b>67.36</b>
<b>Dept 9060</b>	<b>HOSPITALIZATION</b>								
0008	EMPLOYEE BENEFITS	(800.06)	496,268.00	496,268.00	383,243.16	113,024.84	0.00	113,024.84	77.23
<b>Total Dept 9060</b>	<b>HOSPITALIZATION</b>	<b>(800.06)</b>	<b>496,268.00</b>	<b>496,268.00</b>	<b>383,243.16</b>	<b>113,024.84</b>	<b>0.00</b>	<b>113,024.84</b>	<b>77.23</b>
<b>Dept 9089</b>	<b>MISC. EMPLOYEE BENEFITS</b>								
0008	EMPLOYEE BENEFITS	0.00	300.00	375.00	75.00	225.00	37.50	187.50	25.00

Date Prepared: 10/08/2019 03:09 PM

Report Date: 10/08/2019

Account Table: EXP 1-5

Alt. Sort Table:

# TOWN OF PITTSFORD

## Expense Control Report

GLR0122 1.0

Page 15 of 15

Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund 0005	HIGHWAY PART TOWN FUND								
Dept 9089	MISC. EMPLOYEE BENEFITS								
Total Dept 9089	MISC. EMPLOYEE BENEFITS	0.00	300.00	300.00	75.00	225.00	37.50	187.50	25.00
Total Fund 0005	HIGHWAY PART TOWN FUND	173,577.91	3,736,794.00	4,183,098.81	2,606,273.16	1,576,825.65	531,202.19	1,045,623.46	62.30
Grand Total		554,728.75	19,484,537.00	20,520,657.66	13,415,659.45	7,104,998.21	1,116,746.11	5,988,252.10	65.38

NOTE: One or more accounts may not be printed due to Account Table restrictions.

Date Prepared: 10/08/2019 03:06 PM

Report Date: 10/08/2019

Account Table: FUND 1-5

Alt. Sort Table:

**TOWN OF PITTSFORD****Revenue Control Report**

Fiscal Year: 2019 Period From: 1 To: 12

GLR0116 1.0

Page 1 of 5

Prepared By: GREG

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0001</b>	<b>GENERAL FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	6,500,063.00	6,500,063.00	6,500,063.00	0.00	100.00
Item 1081	OTHER PYMT IN LIEU OF TAXES	0.00	0.00	9,697.00	9,697.00	9,658.84	38.16	99.61
Item 1090	INTEREST & PENALTY ON PROP TAX	0.00	0.00	175,000.00	175,000.00	126,646.41	48,353.59	72.37
Item 1170	FRANCHISES	0.00	0.00	435,000.00	435,000.00	424,085.61	10,914.39	97.49
Item 1232	TAX COLLECTOR FEES	0.00	0.00	3,820.00	3,820.00	0.00	3,820.00	0.00
Item 1255	CLERK FEES	360.00	(360.00)	4,000.00	4,000.00	2,764.49	1,235.51	69.11
Item 1550	DOG WARDEN FEES	0.00	0.00	1,000.00	1,000.00	536.00	464.00	53.60
Item 2001	CULTURE & RECREATION FEES	(2,773.00)	2,773.00	727,100.00	727,100.00	831,023.30	(103,923.30)	114.29
Item 2189	OTH HOME/COMM SER	0.00	0.00	0.00	0.00	3,573.70	(3,573.70)	100.00
Item 2210	GENERAL SERVICES - OTHER GOV'T	0.00	0.00	39,022.00	39,022.00	5,684.00	33,338.00	14.57
Item 2228	GIS CHARGES, OTHER GOV'T	0.00	0.00	0.00	0.00	19,553.00	(19,553.00)	100.00
Item 2350	YOUTH SER/OTHER GOV'T.	0.00	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
Item 2351	PROGRAMS FOR AGING - OTHER GOV'T	0.00	0.00	37,372.00	37,372.00	31,741.38	5,630.62	84.93
Item 2401	INTEREST & EARNINGS	9,033.94	(9,033.94)	55,000.00	55,000.00	151,137.65	(96,137.65)	274.80
Item 2410	RENTAL OF LAND	5,666.58	(5,666.58)	123,980.00	123,980.00	116,440.06	7,539.94	93.92
Item 2411	FIELD USE FEES	0.00	0.00	8,000.00	8,000.00	5,639.00	2,361.00	70.49
Item 2450	COMMISSIONS	64.30	(64.30)	500.00	500.00	630.02	(130.02)	126.00
Item 2544	DOG LICENSES	1,845.00	(1,845.00)	17,000.00	17,000.00	14,237.00	2,763.00	83.75
Item 2560	STREET OPENING PERMITS	75.00	(75.00)	2,510.00	2,510.00	1,170.00	1,340.00	46.61
Item 2590	PERMITS	60.00	(60.00)	8,000.00	8,000.00	7,530.00	470.00	94.13
Item 2610	FINES & FORFEITED BAIL	6,687.25	(6,687.25)	80,000.00	80,000.00	58,262.11	21,737.89	72.83
Item 2650	SALE OF SCRAP & EXCESS	0.00	0.00	0.00	0.00	760.90	(760.90)	100.00
Item 2655	MINOR SALES	39.32	(39.32)	0.00	0.00	95.58	(95.58)	100.00
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	0.00	500.00	0.00
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	1,500.00	1,500.00	10,460.00	(8,960.00)	697.33
Item 2705	GIFTS & DONATIONS	0.00	0.00	23,200.00	23,200.00	22,469.22	730.78	96.85
Item 2770	OTHER UNCLASSIFIED REVENUES	204.15	(204.15)	23,767.00	23,767.00	17,238.22	6,528.78	72.53
Item 2801	INTERFUND REVENUES	0.00	0.00	22,000.00	22,000.00	0.00	22,000.00	0.00
Item 3001	STATE AID PER CAPITA	0.00	0.00	108,081.00	108,081.00	0.00	108,081.00	0.00
Item 3005	MORTGAGE TAX	0.00	0.00	841,500.00	841,500.00	415,741.26	425,758.74	49.40
Item 3040	REAL PROPERTY TAX ADMIN	0.00	0.00	0.00	0.00	28,614.53	(28,614.53)	100.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	200,000.00	450,814.00	450,814.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	1,045,700.00	1,164,370.31	0.00	1,164,370.31	0.00
<b>Total Fund 0001</b>	<b>GENERAL FUND</b>	<b>21,262.54</b>	<b>(21,262.54)</b>	<b>10,500,312.00</b>	<b>10,869,796.31</b>	<b>9,256,569.28</b>	<b>1,613,227.03</b>	<b>85.16</b>

Date Prepared: 10/08/2019 03:06 PM

Report Date: 10/08/2019

Account Table: FUND 1-5

Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

GLR0116 1.0

Page 2 of 5  
Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0002</b>	<b>PART TOWN FUND</b>							
Item 1120	SALES TAX	0.00	0.00	800,000.00	800,000.00	800,000.00	0.00	100.00
Item 1560	SAFETY INSPECTION FEES	0.00	0.00	18,150.00	18,150.00	46,292.44	(28,142.44)	255.05
Item 1570	DEMOLITION PERMITS	40.00	(40.00)	750.00	750.00	840.00	(90.00)	112.00
Item 2110	ZONING FEES	120.00	(120.00)	2,000.00	2,000.00	1,918.00	82.00	95.90
Item 2115	PLANNING BOARD FEES	0.00	0.00	11,000.00	11,000.00	3,495.00	7,505.00	31.77
Item 2210	GENERAL SERVICES - OTHER GOV'T	0.00	0.00	7,800.00	7,800.00	0.00	7,800.00	0.00
Item 2401	INTEREST & EARNINGS	552.18	(552.18)	7,500.00	7,500.00	22,803.75	(15,303.75)	304.05
Item 2545	LICENSES, OTHER	0.00	0.00	3,000.00	3,000.00	1,875.00	1,125.00	62.50
Item 2550	PERMITS - CERT. OF OCCUPANCY	80.00	(80.00)	3,000.00	3,000.00	1,887.36	1,112.64	62.91
Item 2555	BUILDING & ALTERATION PERMITS	5,023.10	(5,023.10)	90,500.00	90,500.00	68,172.83	22,327.17	75.33
Item 2590	PERMITS	240.00	(240.00)	3,000.00	3,000.00	3,330.00	(330.00)	111.00
Item 2591	FIRE ALARM PERMITS	0.00	0.00	2,000.00	2,000.00	160.00	1,840.00	8.00
Item 2770	OTHER UNCLASSIFIED REVENUES	0.00	0.00	0.00	0.00	200.00	(200.00)	100.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	0.00	30,852.00	30,852.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	349,128.00	375,056.50	0.00	375,056.50	0.00
<b>Total Fund 0002</b>	<b>PART TOWN FUND</b>	<b>6,055.28</b>	<b>(6,055.28)</b>	<b>1,297,828.00</b>	<b>1,354,608.50</b>	<b>981,826.38</b>	<b>372,782.12</b>	<b>72.48</b>

Date Prepared: 10/08/2019 03:06 PM  
 Report Date: 10/08/2019  
 Account Table: FUND 1-5  
 Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

GLR0116 1.0  
 Page 3 of 5  
 Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0003</b>	<b>LIBRARY FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,263,452.00	1,263,452.00	1,263,452.00	0.00	100.00
Item 2080	COPIER FEES	0.00	0.00	1,500.00	1,500.00	992.59	507.41	66.17
Item 2081	COLLECTION FEES	0.00	0.00	1,250.00	1,250.00	781.73	468.27	62.54
Item 2082	LIBRARY FINES	304.12	(304.12)	55,000.00	55,000.00	41,304.88	13,695.12	75.10
Item 2083	PRINTING REVENUE	0.00	0.00	5,000.00	5,000.00	4,134.81	865.19	82.70
Item 2401	INTEREST & EARNINGS	536.02	(536.02)	8,500.00	8,500.00	16,987.17	(8,487.17)	199.85
Item 2760	SYSTEM GRANTS	0.00	0.00	0.00	0.00	8,623.00	(8,623.00)	100.00
Item 2770	OTHER UNCLASSIFIED REVENUES	0.00	0.00	0.00	0.00	3.98	(3.98)	100.00
Item 3089	OTHER STATE AID	0.00	0.00	0.00	0.00	500.00	(500.00)	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	70,000.00	82,035.20	0.00	82,035.20	0.00
<b>Total Fund 0003</b>	<b>LIBRARY FUND</b>	<b>840.14</b>	<b>(840.14)</b>	<b>1,404,702.00</b>	<b>1,416,737.20</b>	<b>1,336,780.16</b>	<b>79,957.04</b>	<b>94.36</b>

Date Prepared: 10/08/2019 03:06 PM  
 Report Date: 10/08/2019  
 Account Table: FUND 1-5  
 Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

GLR0116 1.0

Page 4 of 5  
 Prepared By: GREG

Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	1,767,596.00	1,767,596.00	1,767,596.00	0.00	100.00
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	430,305.00	430,305.00	362,937.30	67,367.70	84.34
Item 2401	INTEREST & EARNINGS	1,948.98	(1,948.98)	20,000.00	20,000.00	42,646.67	(22,646.67)	213.23
Item 2650	SALE OF SCRAP & EXCESS	226.00	(226.00)	1,500.00	1,500.00	2,984.50	(1,484.50)	198.97
Item 2680	INSURANCE RECOVERIES	0.00	0.00	500.00	500.00	0.00	500.00	0.00
Item 2701	REFUND OF PRIOR YEAR EXP.	0.00	0.00	0.00	0.00	7.68	(7.68)	100.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	0.00	130,636.00	130,636.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	325,000.00	345,879.84	0.00	345,879.84	0.00
<b>Total Fund 0004</b>	<b>HIGHWAY WHOLE TOWN FUND</b>	<b>2,174.98</b>	<b>(2,174.98)</b>	<b>2,544,901.00</b>	<b>2,696,416.84</b>	<b>2,306,808.15</b>	<b>389,608.69</b>	<b>85.55</b>

Date Prepared: 10/08/2019 03:06 PM  
 Report Date: 10/08/2019  
 Account Table: FUND 1-5  
 Alt. Sort Table:

# TOWN OF PITTSFORD

## Revenue Control Report

GLR0116 1.0  
 Page 5 of 5  
 Prepared By: GREG

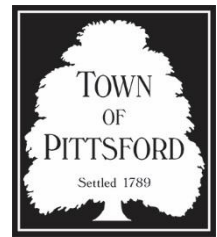
Fiscal Year: 2019 Period From: 1 To: 12

		Curr. Month Revenue Receipts	Curr. Month Budget Balance	Original Budget	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
<b>Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>							
Item 1001	REAL PROPERTY TAXES	0.00	0.00	733,470.00	733,470.00	733,470.00	0.00	100.00
Item 1120	SALES TAX	0.00	0.00	2,070,000.00	2,070,000.00	919,058.40	1,150,941.60	44.40
Item 2300	SERVICE - OTHER GOV'T.	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
Item 2401	INTEREST & EARNINGS	1,222.26	(1,222.26)	20,000.00	20,000.00	44,527.76	(24,527.76)	222.64
Item 3501	CHIPS PROGRAM	0.00	0.00	171,324.00	241,899.00	0.00	241,899.00	0.00
Item 5031	INTERFUND TRANSFERS	0.00	0.00	237,000.00	237,000.00	237,000.00	0.00	100.00
Item 5999	APPROP FD BALANCE	0.00	0.00	500,000.00	875,729.81	0.00	875,729.81	0.00
<b>Total Fund 0005</b>	<b>HIGHWAY PART TOWN FUND</b>	<u>1,222.26</u>	<u>(1,222.26)</u>	<u>3,736,794.00</u>	<u>4,183,098.81</u>	<u>1,934,056.16</u>	<u>2,249,042.65</u>	<u>46.24</u>
<b>Grand Total</b>		<u>31,555.20</u>	<u>(31,555.20)</u>	<u>19,484,537.00</u>	<u>20,520,657.66</u>	<u>15,816,040.13</u>	<u>4,704,617.53</u>	<u>77.07</u>

**NOTE: One or more accounts may not be printed due to Account Table restrictions.**



# MEMORANDUM



To: **Pittsford Town Board**

From: **Cheryl Fleming, Personnel Director**

Date: **October 3, 2019**

Regarding: **Recommendations for Hiring/Personnel Adjustments**

For Meeting On: **October 15, 2019**

1. The following employee(s) are recommended as a new hire based on the recommendation of the Functional Coordinator(s) for these areas:

Name	Dept	Position	Rate	Date of Hire
Carolyn Myers	Rec	Asst I Counselor PT (Re-Hire)	\$11.10	10/03/2019
Melissa Desir-Spinelli	Library	Clerk – Perm PT	\$16.89	10/14/2019
Pamela Thurber	Court	Court Clerk – Perm FT	\$30.21	10/15/2019
Daniel Pulver	Rec	Asst III Comm Cntr Supv PT	\$12.71	10/16/2019
Anne Kealy	Rec	Asst III Lifeguard PT (Aquatics)	\$14.00	10/16/2019
Victoria Lennarz	Rec	Asst I Counselor PT	\$11.10	10/18/2019

All the proper reviews and background checks have been completed for these candidate(s) and have received appropriate sign off by the Town Board representative.

Name	Dept	Position	Rate	Date of Hire
Carolyn Myers	Rec	Asst I Counselor PT (Re-Hire)	\$11.10	10/03/2019
Melissa Desir-Spinelli	Library	Clerk – Perm PT	\$16.89	10/14/2019
Pamela Thurber	Court	Court Clerk – Perm FT	\$30.21	10/15/2019
Daniel Pulver	Rec	Asst III Comm Cntr Supv PT	\$12.71	10/16/2019
Anne Kealy	Rec	Asst III Lifeguard PT (Aquatics)	\$14.00	10/16/2019
Victoria Lennarz	Rec	Asst I Counselor PT	\$11.10	10/18/2019

2. The following employee(s) are recommended for a status change and/or salary change due to a change in status.

Name	Position	Reason for Change	Rate	Effective Date
Michael Hook	Laborer	Class B License	\$16.22	10/01/2019
Henry Webb	Lifeguard	Added Position	\$14.00	10/12/2019
James Peterson	General Foreman	Probation Period Met	\$32.14	10/14/2019
Patricia Dromgoole	Sr. Court Clerk	Training New Hire	\$32.96	10/15/2019
James Byrne	Librarian Trainee	Replacement – Perm PT	\$19.46	10/23/2019

Should the Board approve the above recommendations and personnel adjustments, the following resolution is being proposed, RESOLVED, that the Town Board approves the status and salary changes for the following employee(s):

Name	Position	Reason for Change	Rate	Effective Date
Michael Hook	Laborer	Class B License	\$16.22	10/01/2019
Henry Webb	Lifeguard	Added Position	\$14.00	10/12/2019
James Peterson	General Foreman	Probation Period Met	\$32.14	10/14/2019
Patricia Dromgoole	Sr. Court Clerk	Training New Hire	\$32.96	10/15/2019
James Byrne	Librarian Trainee	Replacement – Perm PT	\$19.46	10/23/2019

# MEMORANDUM

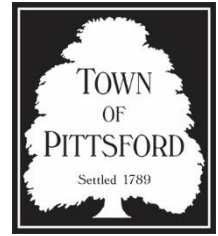
To: Pittsford Town Board

From: Paul Schenkel - Commissioner of Public Works

Date: October 11, 2019

Regarding: Training - Pavement Design and Reinforcing Grids

For Meeting On: October 15, 2019



Ladies and Gentlemen:

I would like to send our Town Engineer, Rob Fromberger to the Pavement Design and Reinforcing Grids Seminar sponsored by Tensar that is to be held on Tuesday, October 22, 2019. The cost to attend the session is \$60 and is budgeted for. Please see the attached training notice for your reference.

**KNOWLEDGE. EXPERTISE. EDUCATION.**



Brought to you by:

**Tensar**

**GEOPIER**  
Tensar

**October 22, 2019**

**Register today:**

**[TensarCorp.com/Rochester-Road-Show](http://TensarCorp.com/Rochester-Road-Show)**

Tensar International Corporation and Geopier Foundation Company are pleased to host a technical seminar on a variety of topics. Attendees will be able to choose which breakout sessions they attend based on their individual interests. Attendees will receive up to 5 PDH credits. Class schedule subject to change.

<b>7:30 AM</b>	<b>Check-In &amp; Breakfast</b>			
<b>8:30 AM</b>	<b>Opening Session</b>			
	<b>Roadways</b>	<b>Geopier</b>	<b>Walls &amp; Slopes</b>	<b>Project Applications</b>
<b>9:15 AM</b>	Introduction to Geogrid Technology, Testing & Validation	Design & Construction of RAP Systems	Introduction to Mechanically Stabilized Earth (MSE) Structures	Introduction to Fiberglass Interlayer Technology
<b>10:15 AM</b>	Subgrade Stabilization & Unpaved Surface Design	Design & Construction of Geopier Rigid Inclusion Systems	Geosynthetic Reinforced Soil Systems (GRSS) Wire Wall & Slope Solutions as an Alternative to Hardscape	Geosynthetic Solutions For Renewable Energy
<b>11:15 AM</b>	Rigid & Flexible Pavement Design	Geotechnical & Structural Considerations for RAP Supported Floor Slabs	Design & Construction of MSE Structures	Coastal Erosion Solutions
<b>12:05 PM</b>	<b>Lunch</b>			
<b>1:50 PM</b>	Performance Based Design & Specifications	Best Practices: Preconstruction & Design Submittal Review	Introduction to Mechanically Stabilized Earth (MSE) Structures	Private Project Applications Airport, Warehouse, Food Stores, Etc.
<b>2:50 PM</b>	Geogrid Benefits Beyond Performance	When Do I Use a Geopier Ground Improvement System	Environmental Waste Solutions with Geogrids & Walls	Introduction to Fiberglass Interlayer Technology
<b>3:45 PM</b>	<b>Closing Session</b>			